

**VACANCY**

**Pastoral Learning Support Assistant**

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| **Start date** | ASAP (subject to pre-start checks) |
| **Contract term** | Permanent |
| **Working hours** | 33 hours per week  Monday – Friday 8.25am -4.00pm  20-minute unpaid break & 40-minute unpaid lunch  Part time working may be considered for the right candidate |
| **Weeks per year** | School term-time, including Trust Training Days, excluding INSET days |
| **Salary range**  **(per annum)** | Support staff salary point 5 (Fixed)  £24,790 (FTE)  £18,573 (pro rata) |
| **Location** | Poole High School |
| **Reports to** | Assistant Headteacher |

**About the Post**

We are delighted to be recruiting for an enthusiastic Pastoral Learning Support Assistant to join our fantastic team at Poole High School.

We are looking for an outstanding individual who will relish the opportunity to:

* support vulnerable students with social and emotional needs to access the curriculum and wider school community.
* To support and promote the development and learning of children with a variety of academic, emotional, behavioral and social needs.
* To assist the Director of Behaviour in providing a learning environment that enables all children to access the curriculum and learn to the best of their ability whilst supporting the aims of the school.
* Promote and safeguard the welfare of children and young people in accordance with our Safeguarding and Child Protection policies.

Poole High School is an 11-19 comprehensive school serving families throughout the historic town of Poole. As the largest school in this selective catchment, we pride ourselves on the fact that all students thrive in this caring and collaborative environment. Our students are well motivated and co-operative, and the team spirit in this large school is second to none.

**What we can offer you**

* An opportunity to work with wonderful children and their families as well as exceptional colleagues
* High quality continued professional development and opportunities to progress
* Automatic membership of the Dorset Local Government Pension Scheme
* Free, confidential access to our Employee Assistance Programme, which offers a range of counselling services plus financial, legal and practical support from qualified professionals on a range of personal issues and access to online health and wellbeing resources
* A trust-wide intranet, where we share our news, information and resources
* Local discounts negotiated on behalf of our staff e.g. gym memberships, hair and beauty salons, chiropractic care, cycle shops, restaurants, motoring services, and retail/DIY stores
* Access to national discounts on a wide variety of huge brands
* Free on-site parking
* The opportunity to work within Twynham Learning; a progressive multi-academy trust
* The opportunity to work in one of the most beautiful areas of the South Coast

**Who we are looking for**

We would love to hear from you if you:

* can work independently, demonstrating initiative and resilience
* work with energy and enthusiasm
* are flexible with the ability to work as part of a team
* want the challenge of working in an educational environment
* have an interest or experience in working with children with mental health and/or anxiety

You will also be keen to live our Twynham Learning employee values which are:

* Aim high
* Keep improving
* Don’t leave anyone behind
* See the bigger picture

**Any questions?**

To discuss the post or your application, please contact Nikki Steele on 01202 662015 or email us at [recruitment@twynhamlearning.com](mailto:recruitment@twynhamlearning.com)

**How to apply**

To apply for this vacancy, please submit a **Job Application Form** **and Diversity Questionnaire** by email to: [recruitment@twynhamlearning.com](mailto:recruitment@twynhamlearning.com)

Only applications made using our own official application form will be accepted. You can download the form and questionnaire here: [www.twynhamlearning.com/187/staff-vacancies](http://www.twynhamlearning.com/187/staff-vacancies)

The closing date for applications is **Wednesday 24 September 2025 at 9am**. **However, we reserve the right to interview and/or appoint strong candidates before this, so we encourage you to apply early.** Interview date to be confirmed.

*Twynham Learning values diversity and inclusiveness. We aim to eliminate unlawful discrimination and promote diversity throughout our whole workforce. We want our workforce to be representative of all sections of our community, so we give equal opportunities to all job applicants. We do not discriminate on the basis of age, disability status, gender reassignment, marital/partnership status, pregnancy/maternity, race/colour/national origin, religion/belief, sex or sexual orientation. Only people who can evidence their right to work in the UK will be considered for this vacancy. We are committed to robust Safer Recruitment processes as part of our strong commitment to safeguard children and young people. An enhanced criminal records check will be undertaken on the successful candidate. Candidates must disclose all unprotected spent and unspent cautions and convictions. It is an offence to apply for this post if you are barred from engaging in regulated activity with children.*