**Family Support Advisor Grade F**

Line Manager: Headteacher

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| Here at West Lane we are realising the wonderful potential of each and all of our children. To help us do this as widely as possible, we now wish to appoint a Family Support Advisor (FSA). Parents are the most important influence on a child’s attitudes, achievements and life outcomes – they are the key to a child’s success. The role of the FSA is to tackle underachievement by working in partnership with families, parents, carers andpupils in a school context to enable pupils, particularly the most disadvantaged, to have full access to educational opportunities and overcome barriers to learning and participation.The FSA will focus on preventative and early intervention activities, working directly with parents in a non-judgemental way, empowering them and their families to get the most out of the fantastic educational opportunities here at West Lane. The successful candidate will work as an integral part of our school team, in partnership with parents to support their children’s emotional, social, physical, intellectual and health needs.  |
| A Job Profile is available in electronic format from school@wwlcp.school or in hard copy at the school reception desk. |

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The key roles of this post will include:

1. To assist in the development and delivery of educational support packages which will provide guidance for the children and their families to better enable children to overcome barriers to learning and achieve better in school.

2. To work with and provide support to the children and their families either at school or in the family home, in groups or individually, to assess and address identified needs.

3. To develop, implement and evaluate support plans in partnership with parents/carers, including completion of CAF and taking on the role of lead practitioner for a TAF.

4. To develop and maintain positive and effective working relationships with other staff members, professional colleagues within the service, other agencies and community groups.

5. To work inclusively with parents/carers to encourage parental involvement in the development, delivery and monitoring of services provided by the school.

6. Together with the school leadership team, monitor and continuously improve manual and computerised information systems in accordance with policies and procedures, to ensure that information used by the service is accurate and up to date and continues to support operational needs.

7. To prepare written reports and attend relevant meetings as directed in order to contribute to reviews and conferences, to include CAF, TAF and other multi agency meetings.

8. Other responsibilities appropriate to the grade of the post.

**Essential**

Knowledge of:

• Child development and working with the under 11s

• Awareness of child protection, CAF and TAF procedures

Qualifications:

• A relevant qualification in a social care field (Education/Community Work) such as a qualification in Health and Social Care which includes working with children in Educational settings and Early Years, NNEB, BTECH Nursery Nursing

Experience of:

• Working alongside parents as well as children both as part of a multi-agency team and individually providing direct support to families

**Desirable**

Experience of:

• Working with families under stress

• Working within the child protection field

• Experience of completion of CAF assessment, TAF and the role of the lead practitioner

• Knowledge and experience of parenting programmes