



Quality with Equality

Creativity with Rigour

Entitlement with Diversity

# Candidate Information Pack



**Hotspur Primary School**

Mowbray Street, Heaton, Newcastle upon Tyne, NE6 5PA  
admin@hotspur.newcastle.sch.uk – 0191 276 2762

**Learning and Wellbeing Mentor**

February 2023

# Message from the Headteacher



At Hotspur we aim to provide a pupil experience based on quality with equality, creativity with rigour and entitlement with diversity. Our stimulating and creative learning environment provides a safe place where children can enjoy their learning and grow into confident individuals and responsible members of society.

It is very important that children learn to read and write well whilst they are at primary school and gain a good grasp of number and calculations so English and Mathematics are at the centre of our work. We also believe that children should leave in Year 6 knowing what they are good at and what they enjoy – so we give them many different high-quality opportunities whilst they are here including singing, learning instruments, dancing, playing sports, investigating in science, researching in history and geography and creative design in art.

We are looking to appoint an exceptional Learning and Wellbeing Mentor to join our team who is:

- passionate about making a transformational difference to the lives of young children;
- has the highest expectation of themselves and all children;
- able to use carefully structured programmes and guidelines systematically;
- highly organised and able to prioritise; and
- enjoys working collaboratively.

We have a strong record of developing staff and can support those looking to take the next step in your career in a school built on collaboration, creativity, innovation and mutual support.

*K. McVittie*

**Kevin McVittie**



# Advert

## Learning and Wellbeing Mentor

From 1<sup>st</sup> February 2023

Full time-Permanent

N4- £21,575-£22,777 per annum (actual £18,256-£19,273)

Hotspur is a vibrant two-form entry primary school in Heaton that serves a richly diverse community. We are passionate about enabling children to become rounded, confident and happy individuals. As a school we aim to provide a rich and varied curriculum that:

- develops a love of learning
- ensures high standards in English and Maths
- is balanced between tightly structured and creative learning
- helps children to discover what they are good at and what they enjoy doing
- nurtures inquisitive minds that are open to new ideas
- promotes equality and diversity.

We are looking to appoint an exceptional Learning and Wellbeing Mentor to join our team who is:

- passionate about making a transformational difference to the lives of young children;
- has the highest expectation of themselves and all children;
- able to use carefully structured programmes and guidelines systematically;
- highly organised and able to prioritise; and
- enjoys working collaboratively.

If you feel you can demonstrate the characteristics we are looking for and have the appropriate relevant experience that meet the demands of the post, then we would like to hear from you.

Candidates are encouraged to visit school, please contact the school office to make an appointment.

**Closing date-** 12pm Tuesday 10<sup>th</sup> January 2023

**Shortlisting-** Wednesday 11<sup>th</sup> January 2023

**Interview Date-** Tuesday 17<sup>th</sup> January 2023

*We are committed to safeguarding and promoting the welfare of children and young people. It is essential that all our staff and volunteers share this commitment. The appointment of the successful candidate will depend upon a satisfactory enhanced criminal records check from the Disclosure and Barring Service and other recruitment and vetting checks.*



# Job Description

<b>POST TITLE:</b>	Learning and Wellbeing Mentor
<b>GRADE:</b>	N4 (SCP 5-8)
<b>RESPONSIBLE TO:</b>	Headteacher or other designated teacher
<b>JOB PURPOSE:</b>	To support the provision for disadvantaged children, both in class and beyond the school day.
<b>MAIN DUTIES:</b>	The following is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time.

## **MAIN DUTIES**

The following is typical of the duties the postholder will be expected to perform. It is not necessarily exhaustive and other duties of a similar nature and level may be required from time to time;

1. To work with identified children to ensure they make good academic progress through coaching, nurturing and persistent encouragement.
2. To identify the needs of those children and their families who live in deprived circumstances, or are disadvantaged in some way from benefiting from the opportunities provided by the school.
3. To contribute to the Pastoral Support Group.

## **CLASSROOM SUPPORT**

4. Supporting the teacher in the general management of the classroom.
5. Undertaking activities, as directed by the teacher, with individuals or small groups of pupils.
6. To be responsible for the organisation, classroom maintenance, setting out, clearing away and care of resources to create a purposeful and attractive learning environment.
7. Preparing pupils' work for display in the classroom and around the school.

## **EXTENDED SERVICES**

8. To advise, support and assist the Pastoral Support Group in the development and coordination of an effective programme of activities before school, at lunchtimes and after school.
9. To provide individual academic and social support to identified Pupil Premium children.
10. To coordinate volunteer support in extended school provision. This will include recruiting, brokering training, monitoring progress and keeping volunteers motivated.

## **OTHER**

11. To promote and implement the School's Equality Policy in all aspects of employment and service delivery.
12. The postholder will have responsibility for promoting and safeguarding the welfare of children and young persons s/he is responsible for, or comes into contact with.
13. To assist in maintaining a healthy, safe and secure environment and to act in accordance with the School's policies and procedures.



# About Hotspur

Hotspur is a primary school for children aged 3 - 11 years old. We offer a curriculum that is broad and balanced, ensuring that children do their very best in core subjects through quality first teaching informed by the latest educational research. Children are also given memorable opportunities to discover their 'spark' as they learn through the arts. This includes working with a national opera company, being taught by professional musicians and dance teachers, performing at The Sage Gateshead and taking part in the annual Shakespeare Schools' Festival.



Hotspur is part of the Ouseburn Learning Trust and enjoys a fantastic location in the Ouseburn Valley on the edge of Newcastle city centre. We utilise links within the local community to enrich the curriculum and carry out many whole-school projects in collaboration with local cultural partners and venues such as the Laing Art Gallery and the Great North Museum.



Hotspur is an ambassador school for the Thrive Approach to social and emotional wellbeing. Thrive is embedded across the curriculum and recognises that children's mental health and wellbeing are essential pre-requisites to accessing the curriculum and developing emotional resilience. Our behavioural approach is rooted in consistency and kindness. We respond to poor behaviour by providing the support

children need: consistency, positive reinforcement and restorative practice. One of the things that makes Hotspur unique is the exceptional pastoral care and support we offer to all of our children and families.

The school has fabulous grounds with huge outdoor spaces. We have a wildlife garden with a pond, a sensory garden, outdoor classroom, allotment and brand new play structure, all of which lend themselves to exciting outdoor learning opportunities.

