

Holy Family Catholic School and Sixth Form

Job Description: **Therapeutic Interventions Officer (Sixth Form and Whole School)** (Fixed Term for one year, subject to funding)

Responsible to: Deputy Headteacher, and SENDCO for specific tasks

Hours: **19 per week, TTO plus INSET days**

School Vision and Ethos:

At Holy Family Catholic School, our mission is underpinned by our **Aspire values and behaviour expectations Ready, Respectful, and Safe**. Rooted in the principles of Catholic Social Teaching, our school is a community where every individual is recognised, valued, and supported to reach their God-given potential.

Job Purpose:

To contribute to the pastoral and inclusion provision at Holy Family Catholic School, particularly within the Sixth Form and across KS3 and KS4, by delivering high-quality, evidence-informed therapeutic interventions for students experiencing social, emotional, and mental health (SEMH) challenges. This includes students in mainstream education, the **Saint Raphael Centre** and the

Bethany Room.

This role will support pupils and their families to overcome barriers to engagement, learning and achievement, including attendance, behaviour, emotional wellbeing and transition. The post holder will be expected to work collaboratively with pastoral and inclusion teams, parents/carers, and external agencies, and will also undertake specific duties and tasks as directed by the SENDCO.

Key Responsibilities:

1. Therapeutic and Targeted Interventions:

- Identify pupils for targeted SEMH intervention through pastoral referral systems including HOYs, SLT, FAP and SENDCO.
- Deliver and evaluate a bespoke package of one-to-one and group therapeutic interventions.
- Design and lead evidence-based sessions to support resilience, self-regulation, anxiety management, trauma-informed practice, and emotional wellbeing.
- Support students in both mainstream and the Saint Raphael Centre.
- Use regular assessments and pupil voice to adapt intervention strategies and report impact.

2. Engagement and Reintegration Support:

- Support reintegration of pupils from respite back into mainstream education or appropriate pathways.
- Liaise with staff, families, and agencies to plan transition or exit strategies.
- Provide outreach including home visits where necessary to re-engage hard-to-reach pupils and families.

3. Behaviour, Inclusion and Safeguarding Support:

- Actively support pupils placed in the Bethany Room, including supervision and follow-up restorative work.

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- Be part of the pastoral on-call rota and take a proactive approach to managing behaviour and de-escalating incidents.
- Mentor a caseload of students, building pupil profiles and sharing strategies with relevant staff.
- Assist in creating safe, structured learning environments for vulnerable students.

4. Monitoring and Communication:

- Maintain accurate records of all interventions and pupil progress.
- Provide data for internal tracking, impact reviews, and external reporting.
- Attend and contribute to multi-agency and internal meetings, including weekly referral panel.
- Support the coordination of external referrals to appropriate services or alternative provisions.

5. Partnership and Parental Engagement:

- Build trust and positive relationships with families to improve communication and engagement.
- Provide parental support and signpost relevant local services.
- Attend meetings with families to feedback on progress and next steps.

6. Support for Teaching and Learning:

- Monitor and respond to lesson absence patterns and behavioural trends.
- Support staff with strategies for inclusion and emotional regulation.

7. Other Duties:

- Support break and lunchtime duties and provide first aid cover as required.
- Contribute to whole-school activities promoting wellbeing and positive mental health.
- Undertake administrative tasks to support the Provision Manager

General Duties and Expectations:

- Uphold the Catholic ethos and values of Holy Family Catholic School.
- Follow all school policies including safeguarding, behaviour, and attendance.
- Maintain high standards of professionalism, confidentiality and integrity.
- Engage in performance management and professional development.
- Support the wider pastoral team and Inclusion Manager with reports, paperwork, and strategies to reduce referrals to the Bethany Room.
- Promote high expectations and model respectful, safe and responsible behaviour.

Confidentiality and Safeguarding:

Due to the nature of the role, confidentiality must be maintained at all times. The post holder must be alert to safeguarding concerns, following school policies and procedures, and reporting concerns to the Designated Safeguarding Lead.