**JOB DESCRIPTION**

**Post:** SEMH Learning Coach

**Reporting to:** Assistant Principal

**Location:** ArkCharter Academy, Portsmouth

**Contract:** Full-Time

**The Role**

As a SEMH Learning Coach, you will support students in our Pathways Provision, helping those at risk of Emotionally Based School Avoidance (EBSA) and SEMH needs to develop both academically and emotionally. You will provide individualised learning support, deliver numeracy, literacy, or reading interventions, and use trauma-informed strategies to foster engagement.

Building strong relationships with students, staff, and families, you will play a key role in academic progress, emotional regulation, and social development. You will collaborate with specialist teams, contribute to targeted SEMH interventions, and ensure a safe, inclusive, and positive learning environment where every student can thrive.

**KEY RESPONSIBILITIES**

**Building Relationships and Student Engagement**

* Develop trusting relationships with students to support their personal and social development.
* Act as a key worker for specific pupils, providing consistent and tailored support.
* Support reintegration of students following exclusions, absences, or time in alternative provision.
* Engage and interact with parents, fostering positive home-school relationships.

**Curriculum Delivery and Academic Support**

* Plan and deliver cross-curricular learning at KS2/KS3 level, ensuring access to the national curriculum.
* Offer numeracy, literacy, or reading interventions to support students’ academic progress.
* Utilise support staff effectively to maximise student learning outcomes.
* Set learning targets to encourage engagement and achievement.

**SEMH Interventions and Pastoral Care**

* Deliver targeted SEMH interventions, helping students build resilience, self-esteem, and emotional regulation skills.
* Apply trauma-informed and restorative approaches to behaviour management and de-escalation.
* Implement Zones of Regulation strategies or ELSA-based support to enhance emotional wellbeing.

**Collaboration and Professional Development**

* Work closely with middle and senior leaders to design effective learning pathways.
* Engage with a responsive CPD programme to develop skills and meet students’ evolving needs.
* Collaborate with external agencies (ELSA, SALT, and other specialist teams) to enhance student support.

**Monitoring and Reporting**

* Track student progress and contribute to personalised support plans.
* Use data-driven approaches to monitor both academic and social development.
* Maintain accurate records of interventions, incidents, and communications in line with safeguarding policies and procedures.

**Other Responsibilities**

* Support Ark’s commitment to safeguarding and promoting the welfare of children and young people.
* Adhere to Ark’s data protection policies and procedures.
* Liaise confidently and professionally with colleagues and external stakeholders.
* Engage with Ark’s wider network, attending relevant meetings and training sessions.
* Contribute to the whole-school initiatives, training and enrichment activities as required.

This job description is not necessarily a comprehensive definition. It will be reviewed periodically and when appropriate to reflect or anticipate changes in the job commensurate with the grade and job title. It may be subject to change or modification at any time after consultation taking into account the circumstances of the academies and their implications.

**Person Specification**

**Essential Criteria**

* Experience working with SEMH students or those at risk of EBSA
* Ability to deliver numeracy, literacy, or reading interventions
* Proven skills in relationship-building with students, parents, and staff
* Understanding of Zones of Regulation or trained as an ELSA
* Strong organisational and data management skills
* Ability to implement trauma-informed practices and de-escalation strategies

**Desirable Criteria**

* Experience working within Alternative Provision
* Previous experience as a key worker supporting students’ personal and academic growth
* Training in restorative approaches to behaviour management

**Other**

* Commitment to equality of opportunity and the safeguarding and welfare of all pupils
* Right to work in the UK
* Willingness to undertake training
* This post is subject to an enhanced DBS check

*Ark is committed to safeguarding and promoting the welfare of children and young people in our academies. In order to meet this responsibility, we follow a rigorous selection process which will include questions about safeguarding. This process is outlined* [here](http://arkonline.org/sites/default/files/Ark_safe_recruitment.pdf)*, but can be provided in more detail if requested. All successful candidates will be subject to an enhanced Disclosure and Barring Service check. This post is covered by Part 7 of the Immigration Act (2016) and therefore the ability to speak fluent English is an essential requirement for the role.*

*Ark requires all employees to undertake an enhanced DBS check. You are required, before appointment, to disclose any unspent conviction, cautions, reprimands or warnings under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975. Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar you from employment - this will depend upon the nature of the offence(s) and when they occurred. To read more about Ark’s safer recruitment process, please click this* [*link*](https://arkschools.sharepoint.com/:b:/g/ArkNetCentral/hr/EcXQDSjo9UpCpgk8lDWMN0sBVG6GBUTVWVXp9c5KkW-tog?e=bfdlES)*.*

*We aim to build a diverse and inclusive organisation where everyone – staff and students – can do their best work and achieve their full potential. We want to reflect and represent diverse perspectives across our organisation because we know that doing so will make us stronger and more effective. To know more about Ark’s diversity and inclusion commitments, please click on this* [*link*](https://arkonline.org/our-approach/diversity-and-inclusion)*.*