



Building  
stronger  
families

**Job title:** Behaviour Outreach Support Service (BOSS) Worker

**Job Description**

**Aim:**

To provide outreach support for pupils who are presenting with behaviour that challenges, on behalf of the Lincolnshire Behaviour Outreach Support Service (BOSS).

To promote inclusion and provide a specialist advisory and support service to schools and school staff in relation to the management of behavioural difficulties and strategies to prevent fixed-term and permanent exclusions.

This service will be available for all maintained primary/secondary mainstream schools and academies in Lincolnshire, to support their ability to positively manage pupils displaying behaviour that challenges.

**Principal Accountabilities:**

1. Plan the delivery of intervention programmes for pupils presenting with social, emotional or behavioural difficulties (e.g. carry out class observations and assessments to inform outreach planning).
2. Draw up a Behaviour Support Agreement showing recommended support and interventions (e.g. individual/small group sessions).
3. Work with pupils to support them with emotional difficulties, anger management, self-esteem and friendship/relationship difficulties (e.g. helping pupils to develop strategies which will improve their behaviour) and ensure that up to date case records are kept, as required, using the INFORM system.

4. Provide support, advice and strategies to schools when direct work with pupils is not appropriate or necessary (e.g. deliver high-quality and effective training programmes to support groups of school staff working with children who present with challenging behaviour).
5. Contribute to the development of school staff via informal learning and staff training (e.g. INSET sessions for an individual school, groups of schools).
6. Build and maintain good relationships with pupils, school staff, BOSS team, parents/carers, other agencies working with the child e.g. psychologists, medical staff, social workers), charities and commissioners.
7. Deliver and then review the impact of the outreach support. Write accurate reports, deal effectively with referral forms, and attend Early Help and case review meetings to support the escalation/de-escalation of intervention (e.g. from school to PRU, PRU back to school).
8. Contribute to the development of the BOSS service within the county, attending meetings and training, as required.
9. Travel extensively to schools within a quadrant of the county and provide occasional cover in other parts of the county, as required by the service.
10. Work flexibly as required by the service, and carry out any other reasonable duties as required.
11. Ensure you have an understanding (appropriate to your role) of, and comply with, Family Action's procedures for promoting and safeguarding the welfare of children and vulnerable adults.
12. Adhere to Family Action's Data Protection Policy. Also ensure that confidentiality is maintained at all times by supporting the Service Manager to establish appropriate and secure systems for any confidential materials and data.
13. Comply with Family Action's Equality and Diversity Policy in every aspect of your work. Positively promote the principles of these policies amongst colleagues, service users and other members of the community.

14. Comply with Family Action's Health and Safety Policy to protect your own and others' health, safety and welfare.

15. Be able to evidence Family Action's values at all times, which underpin Family Action's mission of 'building stronger families', by:

- a) Being people focused
- b) Reflecting a 'can do' approach
- c) Striving for excellence in everything we do
- d) Having mutual respect for everyone we work with, work for and support through our services.

### **Person Specification:**

1. Educated to Level 3 or above in an education, health, social care, youth, counselling or other relevant profession. Experience of working with or delivering services in schools and educational settings would be desirable in this role.
2. Experience of working with children with social, emotional, behavioural, special educational needs and/or those with challenging behaviour (e.g. using positive behaviour management, anger management and/or counselling skills).
3. An understanding of issues of inclusion, especially within a school setting, and the ability to challenge where appropriate to promote inclusion within mainstream education settings.
4. Experience of working with parents/carers and school professionals and the ability to communicate sensitively and effectively at all times.
5. Ability to prepare and organise resources/interventions to support pupils within a school setting.
6. Ability to work co-operatively and collaboratively, as part of a behaviour support outreach team, with schools and other stakeholders (e.g. ability to give advice and support to other professionals in relation to effective strategies for behaviour management).
7. Understanding of safeguarding issues, an ability to implement relevant policies and procedures and a respect for families' needs for confidentiality.

8. Excellent assessment, planning and record keeping skills.
9. Knowledge of health and safety issues and an ability to take responsibility for the health, physical well-being and safety of the adults and children attending the service.
10. Willingness to undertake any further training, as required by the post.
11. Good communication and presentation skills. Confidence and competence in the use of IT (e.g. Excel, Outlook and PowerPoint).
12. A current driving licence and access to a car. Proven ability to work flexibly and travel across the county, undertaking out of hours work (e.g. weekends, evenings), as required by the service.
13. Ability to demonstrate understanding of health and safety, data protection, equality and diversity, and requirements for safeguarding the welfare of children and vulnerable adults.
14. Commitment to Family Actions key values: 'can do', 'mutual respect', 'excellence' and 'people focus'.