



CLIFTON  
COLLEGE

Brief for the position of:

**Student Mental Health and Wellbeing Lead**



Together  
we are Clifton



# About Us

Clifton College is a leading independent day and boarding school educating over 1,300 pupils aged 3 months to 18 years. Founded in 1862, the College provides an exceptional all-round education that successfully combines a rich heritage with modern state-of-the-art facilities.

We are fortunate to be located in one of the most beautiful suburbs in the vibrant city of Bristol with Clifton Village just a short walk away from the College campus.

The College employs over 280 teaching staff, more than 270 operational staff and about 160 staff who work in our sport and leisure facilities. Within the last year, the College has founded the Clifton Education Group which now includes the English Language Centre, a nationally leading provider of English language education.

Thank you for your interest in joining our team of staff. We hope that this brochure will help answer some of the questions you may have but if you would like to contact us then please do not hesitate to get in touch.





# The Role

## Student Mental Health and Wellbeing Lead

£35-40K per annum FTE (dependent on experience)

We are looking for a Student Mental Health and Wellbeing Lead to develop, plan, and implement a whole school approach to mental health and wellbeing.

The Health and Wellbeing of our pupils is an integral part of life at Clifton College. We take pride in a coordinated and evidence-informed approach to improving emotional health and wellbeing in our children and young people.

The College provides the highest standard of pastoral care to ensure young people thrive and prosper in our care. The school Chapel, at the heart of the College, offers a space for reflection and mindfulness. Pupils can seek support and advice from our excellent team of nurses and doctors at our Health Centre. We also have two school counsellors covering both the upper and lower school offering a variety of modalities.

Staff are trained in mental health first aid, so when required, are equipped to offer advice and support. Pupils are also encouraged to look after one another and can access peer-to-peer mentoring.







## Health Centre Counselling Room





# Responsibilities

Reporting to the Head of Medical Health & Welfare, the Student Mental Health & Wellbeing Lead will be responsible for the following:

- Overseeing the development of effective mental health and wellbeing provision in line with the government guidance.
- Coordinating the schools provision for pupils' mental health needs, including oversight of interventions.
- Overseeing the mental health and wellbeing interventions that take place cross College. In practice, this could mean; developing pathways to support for more vulnerable young people with mental health or other needs; coordinating the delivery of specialised interventions within a school or college and liaising with external agencies such as local CAMHS, Mental Health Support Teams or local community provision.
- Evaluating outcomes of interventions on pupils' wellbeing and attainment to understand what is working and make necessary changes to ensure effective support is provided.
- Developing training and teaching tools to aid the delivery of our mental health and wellbeing objectives for pupils ensuring a consistent school wide approach.
- Collaborating with the multidisciplinary team and cross college staff to develop a whole school approach to pupil mental health in line with the DoE recommendations for promoting children and young people's emotional health and wellbeing.
- Involvement in working groups across the college to ensure departmental representation, e.g. PHSE, EDIB, LGBT+
- Recognising when onward referral to an alternate professional is appropriate.
- Triaging and planning referrals whilst risk assessing the level of self harm posed to a pupil.
- Demonstrating continuous professional development, undertaking internal and external activities.
- Presenting and educating on a variety of topics to pupils, staff and parents.





# Key Duties

This role is 30 hours per week, Monday to Friday for 36 weeks of the year with holidays being taken outside of term term.

- Audit current mental health and wellbeing provision to determine and optimise performance of our programme of support for pupils mental health and wellbeing.
- Review the school's PSHE and RSE curriculum to ensure it includes the awareness of developing positive mental health and emotional resilience.
- Gather input from key stakeholders on what advice they would value and what their specific concerns may be.
- Create and maintain a publicly visible policy that sets out how the school supports pupils' mental health and wellbeing.
- Triage and assess referrals for pupil counselling and/or wellbeing support.
- Develop an early intervention and prevention strategy that delivers regular face-to-face and/or online workshops. For example, problem solving, improving sleep, self-help, recognising and managing emotions, anxiety, and confidence building.
- Work with the multidisciplinary team to promote good mental health and recovery from mental health problems.
- Promote pupil wellbeing and mental health such as, wellbeing campaigns and awareness training for pupils.
- Implement, coordinate and monitor peer to peer mentoring.
- Apply experience, knowledge and proficiency in therapeutic and more general wellbeing skills.
- Assess and treat common wellbeing issues.
- Act as a Mental health first aider.
- Provide advice, guidance and support for pupils.





# About You

## Essential requirements:

- Educated to degree level or equivalent as well as a certificate in Safeguarding Children.
- One or more of the following qualifications:
  - BSc/MSc in Child and Adolescent Mental Health.
  - BACP Registered Counsellor with experience of working with Children & Young People
  - Certificate or MSc in Positive Psychology and Wellbeing.
- Experience of triaging and assessing referrals for pupil counselling and/or wellbeing support.
- Experience of working with children and young people with mental health issues.
- An understanding of the key government initiatives for children and young people's mental health such as the Green Paper and the Early Help and Prevention Agenda.
- Experience of providing 1-1 supervision and/or performance management.
- Experience of multi-agency working.
- High level of competency in all forms of communication skills, including the ability to communicate effectively in a variety of situations including 1-1, large groups, formal and informal settings.
- Excellent written communication skills including ability to draft clear and concise plans and reports.
- Developing key partnerships and relationships with internal and external organisations and individuals to support pathways and facilitate appropriate access to relevant services for young people.
- Flexible approach to the role, enabling it to shape and evolve as the pilot develops to meet changing needs and challenges of the school.
- Ability to motivate and lead a team.
- Committed to CPD.

## Desirable requirements:

- Experience of working within an educational setting in a similar position.
- Understanding of the broader context of mental health services for children and young people.
- Experience working with parents/guardians.
- Experience in leading school change programmes and initiatives.
- Experience of delivering presentations and contributing and representing positively within strategic meetings and forums.



## **Values and behaviours**

Uphold Clifton College's values. Act as a role model for all Clifton employees. Support the College in embedding our values and desired behaviours in order to promote a positive, respectful, compassionate, and inclusive culture and working environment.

## **Equal Opportunities**

Maintain an up to date knowledge of Equality and Diversity legislation and the organisation's Equality and Diversity policies and procedures, in particular with regard to the recruitment and retention of staff.

## **Safeguarding**

Maintain an up to date knowledge of Safeguarding legislation, and the College's safeguarding policies and procedures, in particular with regard to the recruitment and retention of staff.

## **Health and Safety**

Ensure that an up to date knowledge of Health and Safety legislation as applicable to the role is maintained and that the College's Health and Safety policies and procedures are fully implemented and adhered to as applicable, in particular with regard to the recruitment and retention of staff.

## **Professional Development**

Maintain and update your own knowledge and skills in line with legislation and the needs of the role.







# Staff Benefits



On-site swimming  
pool access and gym  
membership



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## — Benefits of joining our team

Apart from working in an inspiring environment and making an important contribution to our College community, we also offer a range of benefits, these include:

- Free lunch with a wide range of choice.
- Free on-site swimming pool access and gym membership.
- Free use of holiday club for employee's children when working during school holidays.
- On-site Nursery.
- Pension scheme with up to 10% employer contribution.
- Life Assurance.
- Travel to work salary sacrifice schemes.
- An Employee Assistance Programme – with free support on financial, health and legal matters and one to one confidential counselling.
- Opportunities for career development and progression.





# Why Bristol?

Bristol is perfectly placed as a gateway to the South West with easy access to stunning surrounding countryside.

It has an international reputation as a centre of culture and a city to visit. Offering one of the country's widest selections of music, multimedia and performance venues, nightclubs, art galleries, museums and historic buildings.

The city has been named as the UK's first cycling city and one of Europe's most bike-friendly destinations.

Bristol is the nearest major city to London and has unrivalled rail and motorway links along with an international airport linking to cities in the UK and across the world.







# How To Apply

Please complete the application form found at: <https://www.cliftoncollege.com/about/working-at-clifton/>

Or contact [MyFuture@CliftonCollege.com](mailto:MyFuture@CliftonCollege.com) for an application pack.

**We look forward to hearing from you soon!**

We are committed to creating and promoting a diverse and inclusive workforce that reflects the community we are part of. Applications are welcome from all suitably qualified candidates regardless of ethnicity, gender, age or disability. We particularly encourage applications from under-represented groups.

Clifton College is committed to safeguarding and promoting the welfare of children and young people, all staff and volunteers are required to share this commitment.

Due to the nature of the role, you will need to complete an enhanced criminal record disclosure (DBS check) and undergo our pre-employment screening.

As a regulated sector we are required to ask for references prior to interview, by applying for this role you are consenting for us to contact your referees.

This role is exempt from the Rehabilitation of Offenders Act 1974 therefore you will be asked to disclose all previous convictions not exempt under amendments to the Exceptions Order 1975, 2013 and 2020.

**As this vacancy may close at any time. We strongly encourage early submission of your application.**