



WAVENDON GATE SCHOOL

Gregories Drive, Wavendon Gate, Milton Keynes. MK7 7HL
Tel: 01908 586394

Email: admin@wavendongateschool.co.uk Website: www.wavendongateschool.co.uk

Headteacher: Kerry Jarman BA (Hons)

Learning Mentor Level 1

Hours: Monday to Friday, 8:00am – 4:00pm (term time only, 37.5 hours per week)

Salary: Grade E (£28,598 – £31,022 FTE; actual salary £24,506 – £26,584)

Contract: Permanent, 38 weeks per year

Start date: September 2026

About the Role

We are seeking a dedicated and compassionate Learning Mentor to join our team. This role is vital in supporting pupils whose learning is affected by social, emotional, and behavioural challenges. You will play a key role in promoting wellbeing, improving engagement, and improving attendance to help children reach their full potential.

The successful candidate will also take on the role of **Deputy Designated Safeguarding Lead (Deputy DSL)**, supporting the school's safeguarding provision and ensuring the welfare of all pupils.

What We Offer

- Enthusiastic and well-behaved pupils with positive attitudes to learning
- Opportunities to develop and share your skills to enhance pupils' success
- Ongoing professional development and career progression support
- A committed and collaborative staff team
- A strong focus on staff wellbeing as a core priority

Key Responsibilities

- The successful candidate will:
- Provide pastoral, emotional, and wellbeing support to pupils
- Build positive, trusting relationships by being flexible, patient, and responsive to individual needs
- Work closely with parents to support children's development and wellbeing
- Track, monitor, and analyse pupil attendance, working proactively to improve attendance and punctuality
- Identify patterns and barriers to attendance, implementing targeted interventions and support strategies
- Address barriers to learning, including attendance, punctuality, behaviour, emotional regulation, friendships, and home circumstances
- Liaise effectively with external agencies
- Utilise knowledge of community resources to support families
- Collaborate with teaching staff and senior leaders to identify needs and improve outcomes
- Maintain accurate records and contribute to reports relating to attendance, wellbeing, and pupil progress





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As Deputy Designated Safeguarding Lead (Deputy DSL)

- Support the Designated Safeguarding Lead (DSL) in managing safeguarding and child protection concerns
- Act as a point of contact for safeguarding issues, including liaising with external agencies where appropriate
- Ensure accurate, confidential, and timely recording of safeguarding concerns
- Contribute to safeguarding referrals and multi-agency working
- Promote a strong safeguarding culture across the school
- Ensure compliance with statutory safeguarding guidance, including *Keeping Children Safe in Education*
- Adhere to all safeguarding, health and safety, confidentiality, and data protection policies

How to Apply

Please complete the application form available on our website. We warmly encourage prospective applicants to visit the school to see our community in action.

For further details or to arrange a visit, please contact: admin@wavendongateschool.co.uk or telephone 01908 586394

Closing date: Friday 15th May 2026

Interview date: Week commencing 18th May 2026

Please note: We reserve the right to close applications early if a sufficient number of suitable candidates apply.

Safeguarding Statement

Our school is committed to safeguarding and promoting the welfare of children. The successful applicant will be required to undertake the role of Deputy DSL and complete relevant safeguarding training. An enhanced DBS check and additional pre-employment checks, including references and an online search (including social media), will be required.

Milton Keynes Council is an equal opportunities employer.

