



Independent School for Girls Aged 2 to 18
and Boys Aged 2 to 11

JOB DESCRIPTION

- Job Title:** Designated Mental Health Lead (DMHL)
- Responsible to:** Senior Deputy and the Principal
- Direct involvement with:** Wellness Centre staff, Heads of School, Boarding staff, Teaching staff and Pupils
- Hours:** Part time initially approx. 25 hours across 5 days increasing to full time hours as needed. Role is term-time only plus INSET days
- Salary:** Reflective of experience and qualifications
Comprehensive benefits package
- Job Summary:** The DMHL will champion our commitment to delivering excellent outcomes in whole school mental health and wellbeing. The individual will take a co-ordinated and evidence-informed approach to mental health in the School and work closely with pupils who require mental health support, in order to improve pupil emotional health and wellbeing. This is a frontline role in supporting and working with pupils, alongside the Senior Deputy and the Wellness Centre staff.
- Core Responsibilities:**
- Attend mental health lead training (if not already attended) to acquire new knowledge and maintain an accurate understanding of the landscape of best practice in school mental health and wellbeing;
 - Work with the Senior Deputy to develop an effective early intervention and prevention strategy that enables all pupils to access support for their mental health and wellbeing;
 - Maintain a clear process to identify those who may need additional support, identify pupils at risk of, or showing signs of, mental health difficulties and coordinate the mental health needs of pupils, overseeing delivery of School interventions, including referral to external services where necessary;
 - Meet with pupils across all areas of school who have been identified as needing mental health support or mentoring and who are not accessing School Counsellor sessions;
 - Work with the SENCo to provide social, emotional and mental health support for pupils who require it, with or without an EHCP;
 - Work with the SENCo to ensure that all adults working in the School understand their responsibilities to children whose persistent mental health difficulties mean they need special education provision;
 - Work with the Senior Deputy and School Nurses to identify gaps in our mental health and wellbeing strategy and help to source relevant external expertise in response to these gaps where no feasible internal solutions exist;
 - Have easily accessible systems in place for pupils to seek help if they need it;

- Liaise with the Senior Deputy and other members of the pastoral team to evaluate the outcome of interventions on pupils' wellbeing and attainment, in order to understand what is working, and make any necessary changes to ensure effective support is provided;
- Work closely with the Director of PSHE and Wellbeing to develop cross-curricular approaches that support pupils through the promotion and protection of wellbeing; and
- Work collaboratively with the pastoral team who can support the implementation of whole school mental health and wellbeing.

Key Duties:

- Promote good mental health and emotional wellbeing for staff and pupils alike;
- Implement, sustain, evaluate and continually review and improve a whole school approach to mental health and wellbeing, tailored to the needs of our pupils;
- Audit the current mental health and wellbeing provision to determine and optimise performance of our programme of support for pupil mental health and wellbeing;
- Work closely with pupils who require mental health support and liaise with the Senior Deputy, Heads of School and School Nurses about their progress;
- Alongside the Senior Deputy and School Nurses, help to coordinate the School's provision for pupils' mental health needs;
- Liaise with the Head of PSHE over 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;
- Liaise with the Director of Wellbeing to ensure a publicly visible policy that sets out how the school supports pupils' mental health and wellbeing is maintained;
- Know what local and national help and support is available out of school;
- Report termly to the Pupil Welfare Committee; and
- Alongside the Senior Deputy, develop and implement embedded processes that increase positive mental health and wellbeing.

Additional Duties:

- To provide a commitment to safeguarding the welfare of children; and
- To be aware of their responsibilities for health and safety for themselves and others.

Person Specification:

- Previous experience in mental health support for young people;
- Have undertaken, or be willing to undertake, the Senior Mental Health Lead Training course
- Highly motivated and positive individual who is passionate about mental health and wellbeing;

- Empathetic individual who can work alongside others in a compassionate and non-judgemental manner;
- Committed to their own ongoing learning and development;
- Clear communicator who can work alongside stakeholders in different contexts;
- Ability to motivate;
- Middle management experience;
- Ability to work co-operatively within a team;
- Resilience to deal with setbacks and adapt as the whole school approach evolves; and
- Ability to organise, manage and communicate about pupil data.

This job description is an indication of what will be required of this role and is subject to change as the post evolves. The post holder will be expected to work flexibly to meet the needs of the school and to undertake any other responsibilities as reasonably requested by the Principal.

Harrogate Ladies' College is committed to safeguarding and promoting the welfare of children and the successful applicant must be willing to undergo child protection screening appropriate to the post. Please note that the successful applicant will not be allowed to start in school until all pre-employment checks have been completed. The school is an educational charity and equal opportunities employer.