

gateways

because there's more
than one way to be educated



Recruitment pack Wellbeing Lead



...a place of healing where every student is respected, recognised and accepted, so they have an equal opportunity to become who they deserve to be.

About Gateways

Gateways is an alternative education provider that exists to support the countless young people today, between the ages of 14-25, who are or have struggled to remain in mainstream education due to social, emotional, mental health challenges.

We believe that every young person should have the same opportunity to progress and thrive, regardless of the challenges they face. Gateways delivers a broad curriculum, academic and vocational, that caters for the interests, abilities and specific needs of each young person that attends. We aim to prepare them for a life beyond education.



1.3m

pupils in England
were persistently absent
from school during the
2024/25 academic year

The difference we make

The Gateways programme launched in 2014 and is the only provider of its kind in the UK Jewish community.

203 students
supported since
becoming an
independent charity
in 2023



Up to 10 enquiries
to our admissions
department every week
with **30 families** on
average on our waiting list



51 students
all of whom had previously
been persistently absent
from school, have
attended weekly lessons

160 teaching hours
delivered each week,
representing a **31%**
increase over the past
two years



15 hours of therapy
delivered each week,
through psychotherapy
and art therapy



85% average
attendance rate
compared to a prior
mainstream schools
average of **45%**



31 students graduated gaining over **100 qualifications** between them



100% pass-rate seen in August 2025 for all vocational qualifications taken

89% pass-rate across all qualifications



A message from Laurence Field

Founder & CEO

When I founded Gateways in 2014, I never anticipated the profound impact it would have on so many lives. Over the years, I have been continually inspired by the resilience and determination of our students as they overcome challenges to receive the education they truly deserve.

It is this powerful impact that drives me to expand Gateways further. I am more committed than ever to ensuring that we can reach and support anyone in need, helping them lead fulfilling and productive lives. With the increasing demand for our services, we are keen to continue to grow and develop our service to help even more young people.

For Gateways to continue to thrive and flourish, we need the support of a dedicated and passionate team. That's why we are seeking someone special for the role of Wellbeing Lead. Your contribution will be pivotal in shaping the future of Gateways.

Thank you for considering making an application for the role of Wellbeing Lead.

Laurence

Laurence
CEO, Gateways



Wellbeing Lead

Job description



JOB TITLE:	Wellbeing Lead - Senior Leadership Team (Permanent Contract)
SALARY:	£50,000, FTE - Actual £32,000
DAYS & HOURS:	4 days per week, Monday-Thursday, 8:30am-2:30pm
LOCATION:	Hendon, NW4
REPORTING TO:	Director of Education

Main purpose

The Wellbeing Lead will hold strategic and operational responsibility and vision for pastoral care and the broader wellbeing culture at Gateways. As one of two Designated Safeguarding Leads, this postholder carries joint responsibility for the safety and welfare of all students.

Working in close partnership with the clinical lead, this role ensures that every student feels supported, valued, and understood in a warm, safe environment.

As a member of the Senior Leadership Team, the postholder will give direction, develop curriculum and lead on day-to-day student wellbeing, enrichment, parent and carer relationships, and staff pastoral development.

Key Responsibilities

1. Pastoral & Student Wellbeing

- Manage the day-to-day operations of the wellbeing service, overseeing pastoral processes, procedures, and team coordination.
- Foster a visible and accessible presence within Gateways during peak times to build rapport with students.
- Act as a key worker for individual students, coordinating pastoral support plans and monitoring wellbeing.
- Support students in crisis in collaboration with the Clinical Lead, assisting in managing emotions and symptoms.
- Lead the student pastoral induction process and manage all student pastoral interviews.
- Monitor and evaluate the wellbeing of all students through progress reviews and wellbeing evaluation systems, meeting fortnightly with the Clinical Lead to review relevant students.
- Plan and deliver group wellbeing sessions on agreed topics (e.g. mindfulness, resilience, anxiety management).
- Facilitate drop-in surgeries for individual students.

- Maintain accurate records of meetings and student progress.

2. Enrichment & Programme Management

- Co-ordinate partnership programmes in collaboration with the SLT.
- Line manage the Student Support Workers, providing regular supervision and team meetings.
- Lead the day-to-day delivery and coordination of partnership programmes on behalf of the wellbeing team.
- Build and continuously develop a whole-school wellbeing programme for students.
- Deliver some PSHE sessions, and train relevant staff to run them independently over time.
- Manage home visits where required.
- Oversee attendance monitoring in collaboration with relevant staff.

3. Safeguarding

- Act as one of two Designated Safeguarding Lead (DSL); previous DSL experience is desirable
- Hold responsibility for safeguarding systems (CPOMS and HUBMIS), working collaboratively with the Director of Education and SENCO.
- Liaise with the Clinical Lead on complex safeguarding cases requiring clinical input.

4. Staff Support

- Conduct briefing meetings with teachers upon the enrolment of new students relating to wellbeing.
- Coach and assist staff in developing SEMH pastoral strategies for individual students, working alongside the SENCO as appropriate.
- Responsible for ensuring all staff understand and consistently apply Gateways' pastoral procedures, particularly new staff.
- Deliver pastoral and wellbeing training and CPD to staff where appropriate.

5. Strategic Contribution

- Contribute to the strategic vision of Gateways as a member of the Senior Leadership Team.
- Set the strategic direction for the wellbeing curriculum, ensuring it is evidence-informed, responsive to emerging student needs, and delivers measurable impact on wellbeing outcomes.
- Develop safeguarding and pastoral policies and procedures.
- Be the professional support for the Wellbeing Advisory Group (WAG), presenting updates three times per year.

- Manage the Pajes Wellbeing Award and other relevant wellbeing initiatives.
- Develop and review the wellbeing curriculum.

6. Parent, Carer & External Liaison

- Serve as the primary contact for parents and carers regarding pastoral needs and support.
- Provide parents and carers with relevant pastoral guidance and information about their child.
- Serve as a key contact for referring organisations on pastoral and wellbeing concerns.
- Liaise with external pastoral support agencies regarding student pastoral needs.

Person specification

Essential

- 4+ years working with young people with SEMH needs in a pastoral or wellbeing capacity.
- Extensive and strong understanding of mental health issues and their impact on young people.
- Leadership, coaching and organisational skills appropriate to a senior role.
- Extensive experience of developing and delivering wellbeing programmes or pastoral initiatives.
- Proven experience of line managing or coordinating support staff.
- Degree-level education or equivalent in a relevant field.

Desirable

- Experience in the education sector, particularly alternative provision.
- Substantive safeguarding experience; current or previous DSL qualification.

Personal Qualities

- Warm, compassionate, and student-centred in approach.
- Proactive, organised, and solutions-focused.
- Strong communicator with families, staff, and external agencies.
- Resilient and able to manage complex emotional demands.

This job description is not exhaustive and may be subject to review in consultation with the postholder.

Safeguarding

Gateways is committed to safeguarding and promoting the welfare of children and young people. All applicants will be required to undergo appropriate safeguarding checks, including an enhanced DBS with children's barred list check.

How to Apply

To apply for the role of Wellbeing Lead please [click here](#) to download an application form which should be returned to laurence.field@gateways.org.uk.

If you would like to find out more information about this role, please feel free to email the CEO for more information at laurence@gateways.org.uk.

Deadline for applications: **Friday 26th June at 12:00pm**

Interviews will take place: **Week commencing 29th June**

All Candidates invited to interview will be required to bring the following documentation:

- An original identification document (e.g. passport or driving license)
- If applicable, proof of eligibility to work/reside in the UK
- Documents confirming educational and professional qualifications.

Please see our Safer Recruitment, Selection and Disclosure Policy here:

<http://gateways.org.uk/wp-content/uploads/2026/06/Safer-Recruitment-Selection-and-Disclosure-Policy-2025-FINAL.pdf>

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CEO & Founder: Laurence Field

Trustees: Ruth Green (Chair), Julia Alberga, Nicki Cohen, Dr. Andrew Hope, Mark Hurst, Sami Miller, Aviva Steinberg

Honorary President: Prof. David S Latchman CBE