

# Job Description

<b>School</b>	<b>Bradstow School</b>
<b>Post Held</b>	<b>Residential Support Worker</b>
<b>Salary Scale</b>	<b>RSW A</b>
<b>Hours</b>	<b>41 hours per week - 41 weeks per year including split, early, late and weekend shifts</b>
<b>To Whom Responsible</b>	<b>Home Manager</b>

## **Aim of the post:**

To welcome warmly and connect kindly with all children and young people at Bradstow, working as a part of a team of care givers supporting a group of young people within a home.

This role requires no experience and training is provided: it is expected Residential Support Workers will develop over time.

Whilst nurturing a Culture of Gentleness, Residential Support Workers will provide support to the residential home. Residential Support Workers will support young people's ongoing learning and personal development in the home and advocate for their needs in their schooling, healthcare, relationships and social life. As the employee gains experience they may be assigned one or two young people to assist the Keyworkers, however, the duties are not confined solely to a named young person but supporting all young people in the home.

## **Duties:**

- To nurture and sustain a Culture of Gentleness in the home and support this across the school community, providing a role model for children and young people by working in ways that are attentive and responsive and intentionally apply Bradstow's visions, values and organisational behaviours.
- To consistently find ways to support and improve the child/ young person's personal environment, sense of companionship and community in their home at Bradstow. **(The quality and purpose of care standard Reg. 6)**
- To work harmoniously with colleagues and other professionals in the care and support of the children and young people both during school hours and in their home at Bradstow. **(Leadership and management standard Reg. 13)**
- To prioritise the needs and ensure the health, wellbeing and safety of the children and young people within the home at all times, including providing support for intimate personal care. **(Health and well-being standard Reg.10)**
- Enable child/young person to connect and communicate effectively with parents/carers, making sure a variety of methods, including – as appropriate – telephone, e-mail, iPad (skype, web-cam) are available to make this possible; to maintain a log of calls home; to be an escort and companion on visits to parents/carers. **(Contact and access to communications Reg.22)**
- Through speaking only kindly, encourage positive relationships both as the first point of contact between Bradstow and the child/young person's parents, carers and any external professionals, communicating politely and courteously at all times; to write weekly letters

home to parents/carers of key child/ young person (**Engaging with the wider system to ensure children's needs are met Reg. 5**)

- To reflect and to adjust how each child/young person can contribute positively to daily household routines and activity plans, using dynamic risk assessment to help each young person to feel safe and to engage meaningfully in their home and life. (**The quality and purpose of care standard Reg. 6**)
- Using information from reflection to learn how to help define, organise, implement and update child/young person's' Individual Education Plan, Individual Activity Plan, support plan and personal care plan and associated targets, in collaboration with colleagues and include up to date personal information (Sched. 3 Reg. 36 NCH Regs 2015)
- To ensure that **when supporting Key Workers** all records relating to children/ young people are;
  - Written kindly and compassionately
  - Legible when handwritten
  - Detailed, non-stigmatising, careful, objective and clear
  - Distinguish between fact, opinion and third-party information
  - Helpful to each named child/ young person
  - Stored securely and shared appropriately, adhering to Bradstow confidentiality guidance
- Through assisting with weekly keyworker sessions with child/young person, keep the young person at the centre of what you do when attending and advocating for their goals and aspirations, now and for the future; in team meetings, their Looked After Child meetings, Reviews and other meetings as required, both at school and elsewhere. (**Reg. 7: The children's views, wishes and feelings standard**)
- To carry out sleeping-in duties when required.
- To work effectively and reflectively together with colleagues.
- To adhere at all times to the schools policies and procedures, maintaining good practice which meets or exceeds the Quality Standards as set out in the [Children's Homes Regulations \(Regs. 4-14\) 2015](#).
- To demonstrate a commitment to life-long learning, through completion of induction learning handbook within 6 months of starting employment (probationary period) and participation in continuous professional development, to include weekly reflective practice through the use of video reviews and participation in supervision as frequently as required for the role. (**Reg. 33: Employment of Staff**)
- To commit to achieving the Level 3 Diploma for Residential Childcare within 2 years of employment at Bradstow, or to hold equivalent qualification. (**Reg. 32: Fitness of Workers**)
- Any other duties commensurate with grade as directed by Line Manager or Senior Management.
- To be fully aware of and understand the duties and responsibilities arising from the Children's Act 2004 and statutory guidance (Working Together, 2015) in relation to child protection and safeguarding children and young people as this applies to the role within the organisation. To also be fully aware of the principles of safeguarding as they apply to vulnerable adults in relation to the role. (**The protection of children standard Reg. 12**)

- To ensure that the Head of Residential Services or their deputy is made aware and kept fully informed of any concerns which the worker may have in relation to safeguarding and/or child protection, including concerns about the practice of a colleague. **(The protection of children standard Reg. 12, Reg. 33: Employment of staff)**

*This job description may be amended at any time after discussion with you*

# Person Specification

## Residential Support Worker

### Qualifications and Experience

1. No formal qualifications are necessary for this post, but the post holder will be required to complete the Level 3 Diploma in Residential Childcare within 2 years of beginning employment at the school.

### Knowledge

2. An awareness of the needs of children and young people with intellectual disabilities, Autism and associated Challenging Behaviour.

### Abilities and Skills

3. Ability to follow and contribute to young people's support and care plans.
4. Ability to assist in the carrying out daily routines and activities (i.e. swimming) for individual young people and groups of young people.
5. Ability to work effectively as part of a team.
6. Self-awareness and emotional resilience; the ability to manage the mental and physical demands of working at Bradstow and an understanding of strategies that prevent workplace stress.
7. A willingness to contribute to the life of the school in general including major School/parents events on a weekend.

*Candidates are shortlisted according to these stated criteria. Please list each supporting statement according to the numbers above.*