

The SENAD Group
ROWDEN HOUSE SCHOOL
Job Description

JOB TITLE: Residential Support Worker (RSW)
MAIN LOCATION: Rowden House School
RESPONSIBLE TO: Shift Leader
SUBORDINATES: None

MAIN RESPONSIBILITIES:

- To help maximise the potential capabilities of all young people at Rowden House School - physically, intellectually, emotionally and socially.
- To provide choice wherever possible and enable young people to make their own decisions as appropriate.
- To work with and follow professional advice and known alternative communication strategies to enable all young people to have 'a voice'.
- To work within bespoke and individualised packages of care to provide the best possible outcomes for young people.

KEY TASKS:

- To support the personalised development of each young person.
- To respect the dignity and individuality of each young person.
- To ensure a high standard of personal care for each young person, including matters of physical well being and personal hygiene.
- To be aware of all the set targets and aspirations of each young person.
- To accept Keyworker responsibility for individual young people (see over).
- To work on a rostered shift system inclusive of some evening and weekend work.
- To work within the classroom environment providing educational support to pupils.
- Working across different classes and with different pupils as directed, and getting to know all pupils over time.
- To supervise young people at lunchtimes in the school dining hall.
- To work within any residential setting as required at the time by the site management team.
- To read and adhere to the young persons risk assessments and individual placement plans, keeping notes and records as required.
- To attend team meetings and individual support and supervision meetings with the line manager.
- To support young people out in the community, on activities and holidays and be a company vehicle driver as requested and once trained.
- To ensure the safety of the young person at all times.
- To support other members of the site staff in their therapeutic/educational work as laid out in the young person's placement plan and providing consistency of care and intervention at all times.
- To undertake any training identified as necessary in order to carry out the role effectively.
- To take responsibility for ensuring all training classed as mandatory is kept up to date.

- To complete the appropriate Diploma Level 3 as requested and in accordance with OFSTED guidelines.
- To assist the children when using email or Skype or using social networks to help keep in touch with family and friends.
- Work within the spirit and intentions of the Equal Opportunities and Equality & Diversity policies and procedures and report any concerns to your line manager immediately.
- Be jointly responsible for the safeguarding of children and vulnerable adults in our care, it is a requirement of this role that you adhere to all relevant safeguarding policies and procedures and report ANY concerns immediately to a senior staff member.
- Any other duties reasonably considered by management as necessary for the safe and successful running of the school.

Key worker Responsibilities

On successful completion of the probationary period, the duty of 'Keyworker' can be assigned to an RSW.

The Key worker role within the team:

Each young person requires a Key worker who:-

- Knows them well; knows their history, strengths, weaknesses, medical needs, family structure, and the nature of their learning difficulty.
- The Key worker has to focus and co-ordinate the endeavours of the team to provide for the young persons assessed needs in the residential setting.
- The Key worker and the young persons teacher will liaise to determine the learning to be addressed over six monthly periods of time. Any resources required to action this learning are to be identified by the appropriate provider. Main tasks include:
 - o To improve the quality of life of the key person by ensuring satisfaction of his/her needs.
 - o To enable the young person to keep moving forward towards agreed goals.
 - o To assist the key person to keep contact with family and friends.
 - o To compile written reports on the key person's development.

You as an employee are required by The Health & Safety at Work Act 1974 to:

- Take reasonable care for the health and safety of yourself and others who may be affected by what you do or don't do;
- Cooperate with the Company to ensure compliance with the law;

And Under the Management of Health and Safety at Work Act 1999 you as an employee are required to:

- Inform your employer of any work situation which you consider represents a serious and imminent danger and any shortcoming in the employer's protection arrangements for health and safety.
- Ensure you do not misuse or interfere with equipment provided for your safety or the safety of others.

The content and reporting lines will be reviewed regularly and will change over time.