

ARAN HALL SCHOOL
Rhydymain, Dolgellau, Gwynedd, LL40 2AR

Job Description

Job Title: Residential Support Worker

Responsible To: House Manager/Houseroom Leader

Hours of Duty: 37.5 hours arranged on a rota basis

Qualifications: Level 3 Diploma in Health and Social Care (Children & Young People) /NVQ III in Caring for Children and Young People or a similar qualification recognised by the Care Council for Wales, **or gain the qualification within 2 years of taking up appointment at the Home**

Purposes and Objective of Work

To ensure that pupils are cared for throughout the day in accordance with the highest professional standards, policies and procedures of the establishment.

To arrange, under the guidance of senior staff, that all individual programmes are carried out for each child in the most appropriate manner and that there is always a range of activities being implemented for each pupil or group.

To make sure that all pupils are dressed appropriately at all times and, under the guidance of senior staff see that their individual wishes, are met in relation to furniture and fittings of rooms.

Under the guidance of senior staff to act as a keyworker to designated pupils and record all relevant matters and contribute to all meetings purposely.

To support the senior staff and assume any delegated responsibilities at any time.

Duties and Responsibilities

To be aware of the various needs of individual pupils, with particular reference to children for whom you are a keyworker, and ensure that a high standard of care is available to them at all times.

Ensure that programmes of activity and interest are available to each pupil at all times. This will include organising and accompanying pupils outside the school boundaries.

Assisting in the educational programme during term time.

To check clothing and personal possessions of pupils and ensure that they are in good repair.

The production of individual daily reports on each child is required.

To fully engage with pupils and take part in activities and leisure pursuits, including physical activities such as sports.

To participate in physical interventions as required and to attend regular training in RESPECT (physical intervention techniques).

To drive school vehicles when required and appropriate.

Adhere to specific responsibilities under the Health & Safety at Work Act 1974 and the Management of Health & Safety Regulations 1999.

'You will 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'.

Review Arrangements

The details given above reflect the duties and outcomes expected of this post at the time of appointment. It should be remembered, however, that over a period of time, or as circumstances change these details may change or be required to change. Consequently the Registered Manager or Principal will expect to revise this Job Description from time to time and will consult with the post holder at that time.

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

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

Under the Management of the Health & 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 your health & 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.