The SENAD Group
FAIRFIELD HOUSE
Job Description

JOB TITLE: Social Care Practitioner
MAIN LOCATION: Fairfield House
RESPONSIBLE TO: Advanced Lead Care Practitioners
SUBORDINATES: None

MAIN RESPONSIBILITIES:

To maximise the potential capabilities of all residents – physically, intellectually, emotionally and socially, within a small community setting.

KEY TASKS:

- To successfully complete the Care Certificate.
- To support the personalised development of each Resident.
- To respect the dignity and individuality of each Resident and provide the Resident with choices where appropriate.
- To ensure a high standard of personal care for each Resident, including matters of physical well being and personal hygiene.
- Be prepared to provide support and personal care to someone who has contracted an infection or virus such as Norovirus or Covid.
- To be aware of the emotional needs and aspirations of each Resident and provide opportunities for appropriate emotional expression.
- To accept Key Worker responsibility for individual residents (see over).
- To work on an agreed shift system inclusive of some evenings, weekends and sleep-in duties.
- To action and construct Resident's Individual Programme Plans, keeping notes and records as required.
- To attend staff meetings and seminars and individual support and supervision meetings with Managers.
- To initiate day time activities including training and therapy in conjunction with the daily programme agreed with the Activity and Training Co-ordinators.
- To support other members of the site in their therapeutic/developmental work.
- To undertake any training identified as necessary in order to carry out the role effectively.
- To ensure the safety of Residents at all times.
- To 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.
- In conjunction with SENAD's Administration of Medication Policy, to monitor, administer and accurately record all resident medication once appropriately trained.
- In conjunction with the Transport policy, to drive company vehicles as and when required.

- Any other duties reasonably considered by the Management necessary for the safe and successful running of Fairfield House.
- To fully engage with pupils and take part in activities and leisure pursuits, including physical activities such as sports.
- It is your professional responsibility to help protect those in our care and keep yourself and colleagues safe. Where you are required to provide close contact care, support or any level of physical intervention you will be required to wear PPE and take part in regular Coronavirus testing, this is mandatory across our services. In addition, you may be required to care for or support those who may have an illness, infection or virus such as Coronavirus (including asymptomatic cases), it is therefore strongly recommended that you have the Covid-19 vaccine and any required booster jabs where there is no medical or religious reason not to do so.

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.

Key Worker Responsibilities

On successful completion of the probationary period, the duty of the "Key Worker" can be assigned to an RSW.

The Key Worker role within the team:

Each resident requires a Key Worker who:

1) Knows them well
2) Knows their history
3) Knows their strengths and weaknesses
4) Knows their medical needs
5) Knows their family structure, and
6) Knows the nature of their learning difficulty.

The Key Worker has to focus and co-ordinate the endeavours of the team to provide the Resident's assessed needs in the residential setting.

Main Tasks include:

1) To improve the quality of life of the key person by ensuring satisfaction of his/her needs.
2) To enable the Resident to keep moving forward towards agreed goals.
3) To assist the key person to keep contact with family and friends.
4) To compile written reports on the key person's development.