

Role Profile			
Role Description	RCW	Function	RCHM/Deputy
Role Purpose			
To act as a corporate parent ensuring the best care is provided whilst meeting and complying with Ofsted and the Quality Care standards at all times			
Key Accountabilities		Key Measures of Success	
1. Provide effective safeguarding of young people in their care - Adhere to safeguarding policies at all times, operating in line with MAPA training/Team Teach policy and training - Ensure all necessary risk assessment are up to date and accurate - Supports peers to consistently work within safeguarding policies and procedures at all time - Fully understand the 'Whistle Blowing' policy and 'Escalation' policy and know when to apply these effectively - Positively engage with multiple agencies as and when necessary - Proactively keep the young people safe from any form of potential harm or abuse		1. Provide effective safeguarding of young people in their care - Ofsted judgements of at least good or outstanding achieved 100% of policies and procedures are adhered to at all times 100% accurate reporting - Young people are safe at all times - Successful and positive monthly supervision with Deputy or RM	
2. Support and develop the mental and physical health and wellbeing of young people in their care - Ensure all aspects of care are applied consistently in line with the Children Home Regulations Quality Standards - Attend LAC meetings and complete the necessary paperwork to support these - Apply effective methods to ensure the wellbeing of young people including risk assessments, core plans, learning about the individual etc. - Proactively address the mental wellbeing of the young people through effective stimulation, support, comfort, therapy and consistency - Work within the set behavioural management plans - Work within the set boundaries for the each young person to ensure a consistent approach - Understand and work within the individual health needs of each young person which may include but not exhausting - Eating and diet plans where appropriate - Administering the correct medication - Attending medical/hospital appointments/health checks/dental/CAMHS - Engage with and work in partnership with multiple agencies to gain the right support for each young person		2. Support and develop the mental and physical health and wellbeing of young people in their care - Individual outcomes are in line with expectations 100% adherence to 'Children Home Regulations Quality Standards' - Outcomes from review meetings and actions are completed within agreed timescales 100% of associated documentation completed accurately within the agreed timescales - Individual needs are met in line with agreed plans (mental, physical, well-being) - Positive relationship with multiple agencies are developed and maintained	
3. Provide life skills and development activities that builds independence, appreciation of equality and diversity and confidence of young people - Work within the agreed 'Independence Plan' for each young person, tracking and monitoring progression - Assist the young people to set aims and goals and support them in the achievement of these - Develop and support young people in developing key life skills from basic hygiene, daily chores, shopping and financial management/savings/pocket money (whichever are the most appropriate) - Encourage and coach the young people to make the right choices, take responsibility for their actions and consider the possible consequences - Ensure consistent consequences are applied to young people based on their actions and behaviours - Ensure that the young people have a good appreciation of equality and diversity by showing respect for others and taking time to understanding wishes, feeling and cultural differences - Support and enable the young people to access the community (where applicable) in a positive and responsible manner		3. Provide life skills and development activities that builds independence, appreciation of equality and diversity and confidence of young people - Individuals meet life skills and independence expectations in line with plans - Consistent consequences are applied	

4. Enable and support young people to engage with the education system positively • Support and encourage school attendance • Undertake the necessary transport arrangement to ensure the young people commute safely to school • Update and complete home work/school diaries • Help and support young people in the completion of home work • Attend school meetings, events and trips • Identify activities that support education development that will benefit the young people • Research, plan and support educational activities and resources • Promote positive behaviours and actions and support this through appropriate reward systems and sanction • Support and coach young people in creating CVs and preparing for interviews • Work within the agreed semi-independence packages 5. Understand what section of care the children are under and work within this at all times • Participate in multi-agency meetings to gather and share information to get the right outcome and best support for the young people • Identify and escalate when Social Workers need involvement with the young person • Facilitate and support family contact and relationships where applicable • Organise transport and supervise visits • Ensure confidentiality is not breached at any time, understanding what information can and can't be shared 6. Conduct administration and domestic duties in order for the home to run effectively and compliantly • Conduct necessary domestic duties and low level maintenance work and gardening (light bulbs/decorating) within the home environment • Accurately complete all the necessary paperwork, inclusive but is not exhaustive to: ○ Daily running records and observation ○ Contact notes ○ Log book/handover ○ Monthly progression plans ○ Medical treatment forms/medical books ○ Body maps ○ Post contact sheets ○ Incident reports ○ Personal needs sheets/finances ○ Concern sheets ○ Physical intervention log ○ Sanctions/rewards logs ○ Health and safety and building checks ○ Meal/activities/residence meeting logs ○ Shift planner ○ Personal/key worker reviews 7. Acts as a Key Worker for specific young people as and when required • Act as the main co-ordinator of services for a particular young person(s) in the home • Where possible have involvement in visits prior to admission and during transition to help settle the young person in as quickly as possible • Establish and maintain an appropriate and professional relationship with the young person • Work in partnership with multiple agencies and family members (where applicable) to provide the best level of care and outcomes for the young person in line with the Placement Plan	4. Enable and support young people to engage with the education system positively • 100% of all education related activities are completed within the agreed timescales • 100% of semi-independence packages are adhered to 5. Understand what section of care the children are under and work within this at all times • Full understanding and knowledge of all sections of care relevant to the young people in their care • Relationships with families are supported and encouraged 6. Conduct administration and domestic duties in order for the home to run effectively and compliantly • 100% of associated documentation completed accurately within agreed timescales • All domestic and low level maintenance duties are completed to the agreed standards 7. Acts as a Key Worker for specific young people as and when required • Placement Plan is accurate and followed correctly • 100% of paperwork is accurate and completed to the agreed timescales • Attended meetings are fully prepared for • Feedback from agencies is positive
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• Help and support other colleagues to follow the agreed approaches and care strategies set out in the Placement Plan • Ensure all appropriate case files are organised, maintained and stored securely • Ensure all necessary paperwork i.e. risk assessments, records and placement plans are up to date, prepared and collated in readiness for Key Worker meetings, LAC meetings and Placement Plan reviews • Help to monitor and evaluate the effectiveness of the placement plan and care strategies, feeding back to the relevant parties accordingly • Attend and contribute to any relevant professional meeting in relation to the young person • Work in partnership with colleagues to assist the young person in developing and maintaining social, recreational, cultural and religious links through daily living activities inside and outside the home	• Individuals expectations are met in line with Placement Plan
Enablers to the Role (Skills, Knowledge, Experience)	
• Diploma Level 3 in Residential Child Care (England) qualified or working towards • Good communication and listening skills • Demonstrates a caring nature • Excellent organisational skills • Recognises cultural diversity • Good team player • Track record of showing initiative and sharing ideas • Experienced in being assertive and consistent • Accurate record keeper • Sound knowledge of equality and diversity • Takes accountability for own training and continual professional development • Ability to work within a 24/7 operation	