

DEPARTMENT: Services to Children and Young People	SERVICE GROUP: Children's Residential and short breaks services
POST TITLE: Residential Practitioner (Nights) Unqualified / Qualified Employee Band: 8	REPORTS TO: Senior Residential Practitioner / Assistant Homes Manager / Registered Manager
GRADE: SCP 17 – 22 – plus night enhancement Qualification bar at SCP19	SAP POSITION NUMBER :

The following information is furnished to help Council staff and those people considering joining the City of Bradford Metropolitan District Council to understand and appreciate the general work content of their post and the role they are to play in the organisation. The duties and responsibilities highlighted in this Job Profile are indicative and may vary over time. Post holders are expected to undertake other duties and responsibilities relevant to the nature, level and scope of the post and the grade has been established on this basis. For posts where employees speak directly to members of the Public the post holder is required to demonstrate their ability to speak fluently in English.

As a candidate you will be expected to demonstrate your ability to meet the special knowledge, experience and qualifications required for the role by providing evidence in the application form for the purpose of shortlisting. Applicants with disabilities are only required to meet the essential special knowledge requirements shown by a cross in the end column of this section.

The employee competencies are the minimum standard of behaviour expected by the Council of all its employees and the management competencies outlined are those relevant for a post operating at this level within our organisation.

Both sets of competencies will be used at interview stage and will not be used for short listing purposes. **Please see the separate guidance information on how to complete the form located on Bradnet.**

Key Purpose of Post: Max 3 sentences

All staff are required to support the Home's main Statement of Purpose of encouraging and enabling children and young people to develop behaviourally, educationally and emotionally in order that they may deliver positive contributions to their families, society and their local communities. To deliver efficient, effective and quality services by way of flexible working. To work together with colleagues from all other service areas and organisations to provide and maintain a safe and secure living and learning environment that promotes the safety and welfare of children and young people in which they can prosper, develop and achieve.

To foster, maintain and support a restorative and solution focussed approach with, children, young people and colleagues.

To provide appropriate day-to-day care to a group of children and young people who have suffered significant trauma, neglect, abuse, complex health needs and disabilities and are likely to display difficult and challenging behaviours – including those who may have a number of complex issues including learning disabilities, mental health issues, have been criminally and or sexually exploited, sexually abused or neglected. Ensuring that a psychologically secure and stable family type environment is provided that will enable children and young people to develop to their full potential. This could include working in a variety of settings

To support children and young people by embracing Bradford's 'Model of Care' and by using these principles to improve the outcomes of children and young people living in our Children's Homes to enable them to reach their full potential

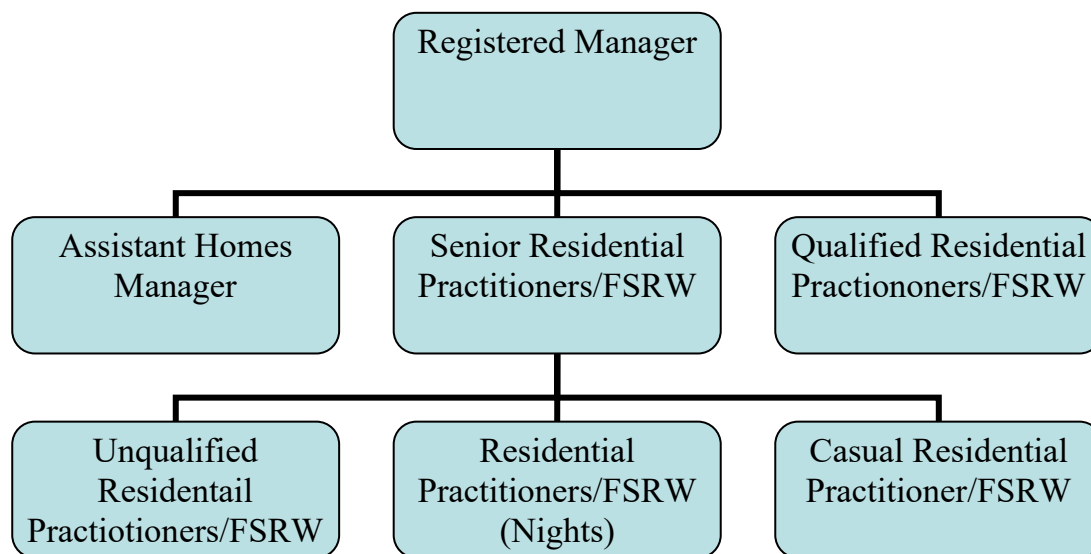
Main Responsibilities of Post: Max 15 Bullet points

- To provide inspirational care, tailored to the individual needs of the children and young people. Through support, encouragement and our 'Model of Care', create a stable and secure base, where young people have a sense of belonging, where they can begin to understand, address and work through their past experiences and present difficulties and behaviours and be able to prepare for, and achieve their full potential in their futures.
- The children/young people we look after have experienced significant trauma, which requires high levels of compassion, empathy, resilience and understanding. Whilst some of the children in specialist short break and residential services will have complex health needs and physical/learning disabilities. Due to these needs, they can present challenging behaviour, including self harm, physical outbursts, and risk taking behaviour, where we have a responsibility to make them feel safe and cared for. Staff are likely to be exposed to substantial risk of challenging behaviour by the children using the service and will be involved with the management of this.
- Be physically fit enough to carry out ALL requirements of the post including the use of the physical interventions as part of Therapeutic Crisis Intervention (TCI) to manage challenging behaviour as required.
- To ensure that all children and young people's files are kept up to-date and any remedial action is taken promptly. Ensure information held on children and young people is accurate, and ensure confidentiality of information in line with the Data Protection Act when obtaining, transmitting and recording information verbally, in writing and electronically.
- Residential Practitioners and Family support respite workers are expected to work directly with the young person using theoretical approaches and models of working to enable them to understand their past to manage their feelings frustrations and behaviours and to enable them to make positive life choices. Children with complex health needs and disabilities will have sensory and communication profiles to assist choices and decision making. To record all work and to reflect and analyse outcomes and identify future work required.

- To support the day to day physical and emotional needs of the children and young people in accordance with Racial, Cultural, Religious, Health care and Linguistic and dietary needs. Support and enable children and young people to attend school, enjoy leisure activities, stay healthy and also keep safe.
- To be prepared to work flexibly, including unsociable hours and shifts on a rota basis, including weekend and bank holiday working. You will also be required to undertake sleep in duties, again this will be on a rota and also could be at short notice.
- To be able to work in a variety of Children's Homes settings across the city. This could include working in the locality, but may also involve travelling long distances to participate in overnight stays and holidays. You will be expected to work positively with a range of children and young people, their families, professionals and partners, ensuring effective lines of communication are established and maintained. You will be expected to attend Care Planning Meetings, Statutory Reviews and Strategy Meetings as required.
- To take all reasonable steps to locate and ensure the safe return of any young people who are missing from the home.
- Whilst you will be expected to respect the privacy of the children and young people, you will have a duty of care which includes ensuring that living spaces and the children and young people's bedrooms are both clean and safe. You will also be required to undertake tasks such as shopping, cleaning and cooking, and caring for children and young people as a good parent would do. This could include supporting children and young people with their personal care needs.
- To encourage and enable young people to achieve their maximum potential, with respect to their rights of a positive future. Promote the responsibility of their actions in line with their age, ability and aptitude; and contribute to the transition of children and young people through direct care and support.
- Required to have responsibilities as a keyworker to a young person. The role of the key worker is extensive and will require the post holder to work closely with professionals, parents, siblings and extended family to ensure that the Care Plans, Positive Support Plans, Clinical Care Plans, Therapeutic Crisis Intervention Plans. Risk Assessments and Health Plans are accurately detailed and communicated effectively to ensure children and young people are cared for consistently. A key worker is required to collate information for reports and represent the Home and the young people at a variety of meetings to ensure the Care plan for the young person is proactively maintained.
- Remain up to date and compliant with all relevant legislation, organisational procedures, policies and professional codes of conduct in order to uphold standards of best practice. In practice, you will be required to utilise these skills and knowledge, to interpret, assess and evaluate the potential consequences to decisions you make

- To be responsible for access to petty cash, monies for trips, outdoor activities and holidays. This will also include, where required, the post holder applying for and using a Procurement Card in line with the Council's policies and procedures. You will be responsible for young people's belongings and money, and will be responsible for access to equipment and property used in the course of your duties.
- To adhere to all the requirements in relation to the Safe Handling of Medication and follow all relevant procedures in line with Departmental Policy. You must make sure children receive any medicines at the right dosage and at the prescribed times.
- To positively and proactively contribute to the Regulation 44 monitoring visits and regulatory inspections from Ofsted to ensure the Children's Home meets its Regulatory Compliance in all areas as set out in the Children's Home Regulations.

Structure:



Special Knowledge Requirement. Will be used for shortlisting. Max 10

	Essential
Applicants with disabilities are only required to meet the essential special knowledge requirements shown by a cross in the end column.	
Due to the Government's Fluency in English for posts where employees speak directly to members of the public the postholder is required to meet the <u>Advanced threshold</u> level which will be applied where the postholder requires a greater level of sensitive interaction with the public.	

You must be able to demonstrate that you can express yourself fluently and spontaneously (this will also be tested during the interview).	
Uses knowledge of Health, Safety and Environmental policies, procedures and regulations including risks in own area of work	
Uses a range of complex IT packages relating to area of work	
Ability to adopt a process of continual improvement and suggest ways of working more efficient and effectively to improve service delivery.	
Knows and understands how to use, interpret, handle and communicate information	
An ability to assess and evaluate the individual needs of young people and their families and knowledge of the specific needs of Looked after Children.	
Understanding of child and adolescent growth and development in forms of abuse/reasons for care, child protection issues and also to understand health issues that may affect the achievement of developmental stages.	
Knowledge of Children Act 1989 and other legislation. Children's Homes Regulations (2015) and associated Quality Standards and SEND	
Awareness of and application of basic Health and Safety principles	
Ability to understand and follow complex health care plans and routines and administer medication	
Relevant experience requirement: Will be used for shortlisting	
Experience required:	
Experience of working in a challenging and changing environment being adaptable and resilient.	
Experience of working in a Children's Home OR in the last year, be able to demonstrate experience of working with children and young people who have emotional/behavioural/complex health needs and physical/learning disabilities either in a paid or voluntary capacity in a children's home, social care setting, a school, youth service, or any other service or provision designed to support children and young people.	
Experience in contributing to the maintenance of administrative records	
Experience of working within a team setting	
Relevant professional qualifications requirement: Will be used for shortlisting	
GCSE Grade A – C in Maths and English or a qualification that is equivalent or higher	
The minimum qualification for this post is the Level 3 Diploma in Residential Child Care or the equivalent*.	
OR will have completed within 2 years of starting work in the home. Failure to complete the Level 3 Diploma or equivalent within 2 years will prevent the post holder from assuming this post, with immediate effect. The registered person may defer the relevant date if the individual does not work, or has not worked, in a care role in a home for a prolonged period, or works, or has worked, in a care role in a home on a part-time basis.	
*Equivalent NVQs are defined in the Children's Homes Standards 2015 as	
Level 3 Children & Young Peoples Workforce Diploma with social care pathway	

• NVQ 3 caring for children & young people • NVQ 3 health & social care		
Core Employee competencies to be used at the interview stage.		
Carries Out Performance Management		
Covers the employee's capacity to manage their workload and carry out a number of specific tasks accurately and to a high standard.		
Communicates Effectively		
Covers a range of spoken and written communication skills required as a regular feature of the job. It includes exchanging information/building relationships; giving advice and guidance; counselling, negotiating and persuading and handling private, confidential and sensitive information. Being able to understand and follow health and communication profiles.		
Carries Out Effective Decision Making		
Covers a range of thinking skills required for taking initiative and independent actions within the scope of the job. It includes planning and organising, self effectiveness and any requirements to quality check work.		
Undertakes Structured Problem Solving Activity		
Covers a range of analytical skills required for gathering, collating and analysing the facts needed to solve problems. It includes creative and critical thinking; developing practical solutions; applying problem solving strategies and managing interpersonal relationships.		
Operates with Dignity and Respect		
Covers promoting equality, treating all people fairly and with dignity and respect, maintains impartiality/fairness with all people, is aware of the barriers people face.		
Working Conditions:		
Must be able to perform all duties and tasks with reasonable adjustment, where appropriate, in accordance with the Equality Act 2010 in relation to Disability Provisions.		
Special Conditions:		
This post is subject to a higher level check with the Criminal Records Bureau. In discharging function under the Local Authority Social Services Act 1970, the Directorate is covered by the Rehabilitation of Offenders Act 1974 (Exceptions Order 1975) and any applicant is obliged to disclose ALL convictions and cautions, no matter how long ago they occurred and regardless of whether the offences were committed as an adult or a juvenile. Please note that a criminal record will not necessarily be a bar to obtaining employment; this will depend on the circumstances and background to any offence. The Warner Process will be completed to ensure candidates have the psychological resilience required to work in a Children's Home		
Compiled by: Simon Goulding	Grade Assessment Date:	Post Grade: 8 Qualification bar at SCP19
Date: 15/08/2022	January 2023	