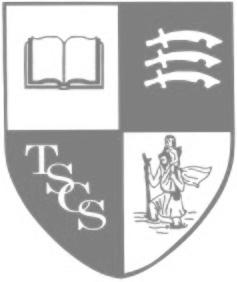
THE ST. CHRISTOPHER SCHOOL

Academy Trust - Special School

Mountdale Gardens, Leigh-on-Sea, Essex SS9 4AW

Head Teacher: Mrs. J. Mullan

Telephone: (01702) 524193

Fax: (01702) 526761

# E.Mail: office@tscs.southend.sch.uk

Web: [www.thestchristopherschool.co.uk](http://www.thestchristopherschool.co.uk)

**Part-Time Residential Care Assistant - Christopher's Cottage, to Cover Maternity Leave**

**(Fixed Term)**

**Local Government Scale Point 6 – 12**

**(£9.94 per hour to £11.19 per hour according to qualifications and experience)**

16 hours per week – 52 weeks per year. There may be additional shifts available which could include nights and weekends.

Christopher's Cottage is a specialist special educational needs residential respite care facility.

We are seeking to appoint an additional experienced care assistant to work at this 52 weeks per year establishment which makes provision for children aged between 5 – 19 with disabilities.

Your weekly hours may include night awake duties and weekends and you may also be required to work on shifts during the day and evenings depending on the needs of the business.

Level 3 Diploma for the Children and Young People’s Workforce is now a requirement and new care assistants will be required to undertake this qualification within 6 months of their start date (funded by Christopher’s Cottage). Full valid driving license holder is preferable.

For further details about the post and to arrange a visit please contact Daniel Lambert, Residential Care Manager, Christopher’s Cottage. Visits are essential prior to interview.

We are committed to ensuring the welfare and safeguarding of all children and young people in our care. **All staff will be subject to an enhanced Disclosure Barring Service (DBS) check.**

**Closing date 25th October 2019**

**Interviews to take place week commencing 4th November 2019**



**JOB DESCRIPTION**

**JOB TITLE**: **RESIDENTIAL CARE ASSISTANT - CHRISTOPHER’S COTTAGE**

**RESPONSIBILITIES: •** To ensure that all children using Christopher’s Cottage residential facility receive an appropriately high standard of care during their stay.

* To model a high standard of professional performance when dealing with children who stay at Christopher’s Cottage.
* To assist staff in ensuring that Christopher’s Cottage is able to meet the demands for places as they are needed.
* To ensure that all statutory requirements are met regarding care for young people staying at Christopher’s Cottage.
* To ensure that you are aware of all the current policies, their implications for Christopher’s Cottage and that you implement them in your working practice.

**RESPONSIBLE TO:** Residential Manager & Headteacher

**RESPONSIBLE FOR**: Ensuring that all working practices are carried out to the required standard by any staff team you are part of.

**DUTIES**

* Your duties, responsibilities and rights as laid out in your Contract of Employment.

**PARTICULAR DUTIES**: • To ensure that all Health and Safety and staffing requirements are met.

* To ensure that any concerns regarding the running of the residential facility are brought to the attention of the Residential Manager.
* To have regard for the welfare and safeguarding of pupils at all times.

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**PERSON SPECIFICATION**: **Residential Care Assistant**

* Qualifications and experience relevant to the post. Level 3 Diploma for the Children and Young People’s Workforce) is now a requirement and new care assistants will be required to undertake this qualification within 6 months of their start date (funded by Christopher’s Cottage).
* Good health record.
* The ability to work as part of a team.
* Commitment to the care of children and young adults.
* A commitment to ensuring they follow the Christopher’s Cottage procedures and policies regarding the safety and welfare of all children and young adults.
* Commitment to personal continued professional development.
* Term time shifts cover evenings and weekends
* School holiday time shifts cover 24 hours a day 7 days a week

**BENEFITS TO YOU**: *Flexible working*

*Funded in-house training opportunities*

*Being part of a small, supportive and friendly team*