



# Farney Close School

## Job Description

**Post Title:** Residential Social Care Worker (RSCW)

**Responsible to:** Head of Residential Provision

**Location:** Farney Close School

**Grade:** Residential Social Care Worker (with progression responsibilities as applicable)

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### Main Purpose of the Role

The Residential Social Care Worker plays a vital role in providing high-quality, child-centred care to children and young people within a residential special school setting. The post holder will:

- Provide advice, assistance and practical support to children and young people.
- Attend to their physical, emotional, social and developmental needs.
- Act as a positive and appropriate role model.
- Build trusting relationships that enable young people to address difficulties, build resilience and achieve their optimum potential.

The role requires commitment to safeguarding, consistency of care, emotional availability, and ambition for every young person.

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### Equal Opportunities

All children and young people are entitled to have their needs met in a fair, inclusive and balanced way. Residential Social Care Workers are responsible for:

- Actively promoting equality, diversity and inclusion.
  - Challenging discriminatory practice or behaviour.
  - Supporting young people regardless of race, religion, disability, age, gender, sexual orientation or any other perceived difference
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### Key Duties and Responsibilities

#### Safeguarding and Care

- Maintain a high standard of care that meets the physical, emotional, intellectual, social and cultural needs of children and young people.
- Work in line with relevant legislation and guidance, including but not limited to:

- Children Act 1989
  - National Minimum Standards for Residential Special Schools
  - Social Care Common Inspection Framework
  - Independent School Standards
  - Keeping Children Safe in Education
  - Working Together to Safeguard Children
  - Provide a safe, nurturing and supportive environment where young people feel secure, valued and protected from harm.
  - Proactively supervise young people at all times, including on-site, off-site, during transitions and break times.
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### **Relationship Building and Behaviour Support**

- Establish positive, warm and respectful relationships with young people.
  - Offer unconditional positive regard and emotional availability.
  - Support young people to develop self-control through clear boundaries, restorative approaches and positive reinforcement.
  - Challenge unacceptable behaviour appropriately and consistently.
  - Provide emotional support during times of distress, crisis or heightened need.
  - Work 1:1 with young people to help them address past and present difficulties.
  - Empower young people to actively participate in decisions about their lives and futures.
  - Act as an advocate for young people in meetings and reviews.
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### **Education, Activities and Community Engagement**

- Support young people in their education and learning, including classroom support where appropriate.
  - Encourage and facilitate participation in extracurricular, leisure and evening activities.
  - Plan, organise and lead activities, ensuring appropriate risk assessments are completed in advance.
  - Promote independence, confidence and social development.
  - Support young people to access community activities and develop positive social networks.
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### **House-Based Responsibilities**

While working on a residential house, the post holder is responsible for:

- Completing young people's diaries at the start and end of shifts.
- Completing daily bedroom plans and submitting weekly returns to the Head of Residential Provision.

- Maintaining a clean, safe and welcoming house environment.
  - Undertaking practical childcare tasks, including cooking, cleaning and general household duties.
  - Completing weekly written House Health & Safety checks and carrying out visual checks upon entering buildings.
  - Reporting health and safety concerns promptly to the Site Manager or Line Manager.
  - Supporting half-termly fire drill practices.
  - Maintaining accurate house logs.
  - Recording and monitoring young people's personal belongings.
  - Ensuring noticeboards and displays are current, relevant and well-presented.
  - Informing school administration of any changes to family contact details.
  - Supporting young people with their individual Independence Programmes (where applicable).
  - Using and updating the school's Management Information Systems (MIS) as required.
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### **Administration and Record Keeping**

- Prioritise workload effectively to meet agreed deadlines.
  - Maintain accurate, timely and confidential records.
  - Prepare written reports for reviews, planning meetings and other forums as required.
  - Complete Physical Intervention reports when involved in or witness to incidents.
  - Complete sanctions records, ensuring young people are supported to reflect on their behaviour.
  - Follow and update care plans to reflect changing needs.
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### **Link Worker Responsibilities**

- Act as Link Worker for up to four young people.
  - Ensure care plans are current, accurate and responsive.
  - Complete all associated administrative duties, including:
    - Care Plans Circles
    - Independent Skills Assessments
    - EHCP contributions
    - Termly reports
    - Behaviour Support Plan & Risk Assessments
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### **Teamwork and Collaboration**

- Work collaboratively as part of the residential and wider school team.
- Contribute positively to staff and team meetings.

- Support the development of colleagues and the wider team.
  - Give and receive constructive feedback.
  - Maintain consistency in implementing care and behaviour plans.
  - Participate in duty team arrangements during the school day.
  - Provide informal support to colleagues experiencing difficulty.
  - Monitor professional conduct and raise concerns through whistleblowing procedures.
  - Support the induction and development of less experienced staff.
  - Consistently apply house routines and expectations across all houses.
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### **Professional Development and Practice**

- Attend all mandatory training and staff development days.
  - Participate fully in supervision and annual appraisal processes.
  - Maintain an up-to-date training profile.
  - Complete all required online and in-person training.
  - Read, understand and adhere to all school policies and procedures.
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### **Additional Responsibilities**

- Drive school/company vehicles where appropriate (subject to holding a valid driving licence and procedures).
  - Take the lead on a house or activity when working alongside Grade 1 staff.
  - Take responsibility for specific monitoring areas as directed by the Head of Residential Provision.
  - Complete monitoring tasks to a high standard and within agreed timescales.
  - Undertake training relevant to monitoring responsibilities.
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### **Special Conditions**

- The role involves shift work, including early mornings, duty days and evenings, on a rota basis.
- Sleeping-in duties are required during term time and attract additional payment.
- Flexibility is required to adjust rotas with notice to meet service needs, including emergency cover.
- The post holder may be required to move between houses to meet the needs of young people and the service.
- The role requires adherence to all Health and Safety requirements.
- Other reasonable duties may be required in line with the needs of Farney Close School.
- A clear Enhanced DBS with Barred List check is required at all times.

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## **General Statement**

All staff are expected to undertake any reasonable duties requested by the Senior Management Team. Any malpractice or safeguarding concern must be reported immediately in line with school policy. This job description may be reviewed and amended in line with legislation, policy or service needs.

## **Person Specification**

### **Essential Criteria**

#### **Qualifications**

- Level 3 NVQ / Diploma (or equivalent) in working with children and young people or be prepared to undertake the qualification.

#### **Experience**

- Minimum of two years' experience working with children or young people in a social care setting.
- Experience of supporting young people with Social, Emotional and Mental Health (SEMH) needs.
- Experience of working within structured routines and care plans.

#### **Knowledge and Understanding**

- Understanding of safeguarding and child protection.
- Knowledge of relevant legislation and guidance.
- Understanding of behaviour support, boundaries and consistency.
- Awareness of equality, diversity and inclusion in care settings.

#### **Skills and Abilities**

- Ability to build positive, trusting relationships.
- Strong communication and listening skills.
- Ability to remain calm, reflective and consistent under pressure.
- Good organisational and record-keeping skills.
- Ability to work both independently and as part of a team.
- Confidence in supporting young people emotionally and practically.

#### **Personal Qualities**

- Warm, empathetic and resilient.
- Professional, reliable and reflective.
- Child-focused and solution-oriented.
- Willing to learn, develop and accept feedback.
- Ambitious for young people and committed to positive outcomes.

#### **Desirable Criteria**

- Experience in residential special school settings.
- Experience of acting as a Link Worker or key worker.
- Experience of mentoring or supporting less experienced staff.
- Full UK driving licence.