

Personal Care, Engagement and Hydrotherapy Assistant

JOB DESCRIPTION

Riverbank Academy is committed to safeguarding and promoting the welfare of children and young people and requires all staff and volunteers to share this commitment.

Conditions of Service

8:45am – 3:15pm Monday-Friday 30 hours per week (*Negotiable*)
Term-time only

Salary: Grade 2

Job Purpose

To support the ethos of the school and work supportively with teachers and class based support staff in their responsibility for the development and education process by providing care and supervision to secondary age children and young people who have special educational needs, by utilising a good standard of practical knowledge and skills. The role will involve a range of activities including hydrotherapy pool/swimming support, classroom support, 1-1 or small group working, supporting with specialist interventions, and lunchtime supervision/ support.

Responsibilities and Tasks

Under the direction and control of the senior leadership team, a classroom teacher or designated supervisor.

1. Support students access to Hydrotherapy / swimming sessions, including:
 - Assisting students with personal care and changing for Hydrotherapy / swimming lessons.
 - Swimming, water confidence, and sensory support for students in the hydrotherapy pool.
2. Supervise the activities of the individual or groups of children to ensure their safety and facilitate their development including:
 - Assistance at an appropriate level with the provision of general care and welfare of children including:
 - Assistance with the personal hygiene routine, e.g. toilet training, changing of incontinent children, dressing and undressing.
 - The changing of soiled clothing including its disposal in an appropriate way.
 - Assisting in the administering of medicines or medical interventions as instructed by parents or medical professionals.
 - Assisting with students eating and drinking support following personal plans or professional advice.
 - Assisting with the identification, monitoring and reporting of children's general health and welfare.
 - Supporting children to be independent.
 - Promoting pupil independence, and reinforcing the children's self-esteem through praise and encouragement.

- Assisting with the provision of general care and welfare to pupils, being mindful of the need to maintain a safe environment at all times.
- Adhering to and maintaining school policies, routine and codes of conduct.
- Ensuring that pupils are able to safely use equipment and materials provided and being aware of the range of resources available.

2. Undertake the training required for you to carry out those activities necessary to meet the physical and emotional needs of the pupil, including pupils with educational, physical, sensory, communication and/ or emotional special needs.

3. Monitoring individual pupils' problems, progress, achievements and condition, and report these to the teacher as appropriate.

4. Work closely with the class teacher and other colleagues to support the administration and organisation of educational activities for individuals and groups of pupils, including marking and record keeping in line with school policies and practices.

5. Maintain personal and professional development to meet the changing demands of the job.

Qualifications Required

No specific qualification required.

A willingness to access training as required.

This job description is not necessarily a comprehensive definition of the post. The Personal Care, Engagement and Hydrotherapy Assistant may be required to undertake such other tasks appropriate to the level of appointment, as the Head of School requires. It may be subject to modification and amendment after consultation with the post holder.

Other Duties

- To undertake such other duties, training and/or hours of work as may well be reasonably required and which are consistent with the role.
- To participate in performance management arrangements.
- To adhere to published school policies and procedures.
- To attend regular meetings with line manager.

Safeguarding

Teachers are accountable for the way in which they exercise authority, manage risk, use resources and protect students from discrimination and avoidable harm. All staff, whether paid or voluntary, have a duty to keep young people safe and to protect them from physical harm. When an individual accepts a role that involves working with children and young people they need to understand and acknowledge that the responsibilities and trust are inherent in that role.

- The jobholder is expected to observe their obligations in accordance with the Academy's Child Protection Procedure, and to report any concerns that they may have regarding a child or young person's welfare to the appropriate person. A copy of the Academy's Child Protection Procedure can be obtained from the jobholder's line manager.

- ***The Governing Body is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.***

Rehabilitation of Offenders Act 1974

This job is exempt from the provisions of the Rehabilitation of Offenders Act 1974. Appointment to this job is subject to an enhanced DBS disclosure being obtained, and any relevant convictions cautions and reprimands being considered. Any convictions cautions or reprimands of relevance, obtained by the jobholder after enhanced DBS clearance has been acquired, must be disclosed to the Principal by the jobholder. Failure by the jobholder to do so, or the obtaining by the jobholder of a relevant conviction caution or reprimand, may be managed in accordance with the Academy's Disciplinary Procedure.

Health and Safety

The jobholder is required to exercise their duty of care by taking responsibility for their own health and safety, and the health and safety of other people who may be affected by their acts or omissions (failure to act). Full guidance regarding health and safety is set out in the Academy's Health and Safety Policy, and in any risk assessments relevant to the jobholder's role or circumstances. Both can be accessed via the jobholder's line manager and must be observed.

Confidentiality and Data Protection

The jobholder is expected to comply with the provisions of the Data Protection Act 1998. Any information they have access to, or are responsible for, must be managed appropriately and any requirements for confidentiality and security observed. Information must not be disclosed to any person or Authority, for example a parent or the Police, without observing the correct procedure for disclosure as set out in the Academy's Data Protection Policy.

Equality and Diversity

Sidney Stringer Multi Academy Trust is committed to equality and values diversity. As such the Academy is committed to fulfilling its Equality Duty obligations, and expects all staff and volunteers to share this commitment. The Duty requires the Academy to have due regard to the need to eliminate unlawful discrimination, harassment and victimisation, advance equality of opportunity and foster good relations between people who share characteristics, such as age gender, race and faith, and people who do not share them. Staff and volunteers are required to treat all people they come into contact with, with dignity and respect, and are entitled to expect this in return.

Training and Development

Sidney Stringer Primary Academy has a shared responsibility with the jobholder for identifying and satisfying training and development needs. The jobholder is expected to actively contribute to their own continuous professional development, and to attend and participate in any training or development activities required to assist them in undertaking their role and meeting their safeguarding and general obligations.

This job description reflects the major tasks to be carried out by the jobholder and identifies the level of responsibility at which the jobholder will be required to work, as at the date on which the last review took place.

This job description may subject to review and/ or amendment at any time to reflect the requirements of the job. Any amendments will be made in consultation with any existing jobholder, and will be commensurate with the grade for the job. The jobholder is expected to comply with any reasonable management requests

Person specification

Essential	Desirable
Experience in working in a school setting	Appropriate educational qualification
Ability to work independently	Evidence of further CPD
Ability to use own initiative	First Aid trained
Good understanding of safeguarding issues	Team Teach trained
Clearly presented application form and letter	Safeguarding training undertaken
Good physical health	Good ICT skills
Confident Swimmer	Life Guard Training

Supervisory Responsibility

Assistance to students and voluntary helpers.

Supervision Received

Pool Manager, Classroom Teacher, KS3 Co-ordinator, PMLD Leader Teacher, Deputy Head

Principle Contacts

Pool Manager, Classroom Teacher, KS3 Co-ordinator, PMLD Leader Teacher, Deputy Head

Equal Opportunities:

The post holder must carry out his/her duties with full regard to the Academy's Equal Opportunities policy.

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