



**Linden Lodge
School**

A Specialist Sensory & Physical College

Job Description

STATUS

Job Title: Waking Night Support Worker

Accountable to: Head/Deputy Head of Care

Grade: Scale 3/4 point 6 to 10

CONTEXT

To be responsible for the care and supervision of residential pupils during the night at Linden Lodge School

ROLE

- Conduct regular checks of the pupils in their rooms, having the knowledge to respect privacy & confidentiality at all times.
- Address any areas of personal care in relation to individual pupil's needs e.g. toileting, changing pads, showering and note any marks or rashes on pupil's bodies and communicate this to the Residential Workers/Unit Managers.
- Develop positive relationships with the pupils and be a good role model.
- Play a positive role in the development of the Home/School partnership.
- Follow individualised personal development programmes as requested by RWs e.g. toileting programmes.
- Undertake basic admin duties such as record keeping/daily notes/typing up reports as requested by RWs/Head/Deputy Head of Care.
- Address any medical needs required by individual pupils, after being appropriately trained, including emergency medication.
- Develop communication links with pupils using a variety of communication modes e.g. Makaton.
- Communicate effectively with RWs and other support staff and pass on relevant information.

April 2018

- Undertake relevant training in relation to the needs of the pupils e.g. Manual Handling, gastro tube feeding.
- Undertake medication training to Level 3 Advanced and administer pupil's medication following the policy and procedures.
- Assist with emergency evacuation procedures.
- Record episodes of sleep disturbance for individual pupils.
- Be aware of the various school policies and procedures and act in accordance with them
- Work in accordance with the Council's Equal Opportunity Policy.
- Undertake any other reasonable duties requested of you by the Head or Deputy Head of Care

<i>Safeguarding</i>	<ul style="list-style-type: none"> • Be fully aware of and understand the duties and responsibilities arising from the Children's Act 2004, Working Together and Keeping children safe in education in relation to child protection and safeguarding children and young people as this applies to the worker's role within the organisation • Be fully aware of the principles of safeguarding as they apply to vulnerable adults to the workers role • Ensure that the worker's line manager is made aware and kept fully informed of any concerns which the worker may have in relation to safeguarding and/or child protection
<i>Leadership</i>	To work under overall supervision of the Principal, Head/Deputy Head of Residential Care
<i>CPD</i>	Commitment to own personal development and to undertake mandatory training as required
<i>Teaching and Learning in support role</i>	To undertake a planned programme of teaching and support as agreed with the Head/Deputy Head of Residential Care
<i>Service and Self Review</i>	Participate in the Service's Self Review of performance review methods of effective learning
<i>Behaviour / Risk Management</i>	Work with other colleagues to ensure safety of both workers and users at all times
<i>Supporting other</i>	Take instruction and support colleagues and Management in the Residential Unit

April 2018

colleagues

REVIEW

This job description does NOT define all the duties and responsibilities commensurate with the post. As such, it will be reviewed at the end of the academic year or earlier if necessary and may be amended at any time after consultation with you.

This job description should be read in conjunction with the Person Specification