



School House & Ashby School are committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment.

The role of a Houseparent is vocational in nature. Candidates applying for the role of Houseparent should have the following attributes as essential requirements to the role. In addition, whilst not essential a number of other attributes for the position would be desirable.

The following criteria are essential to the role. It is anticipated that candidates should indicate on their application how they meet these criteria.	Whilst not essential candidates should indicate on their application where applicable which of the following desirable qualities they bring to the role.
<ul style="list-style-type: none"> • A willingness to communicate well at all times and to work happily, effectively and professionally as part of a team dedicated to the happiness, health, security and education of children in residence. • Significant experience of working with children and young people in a professional capacity and an ability to form good working relationships with young people. • Enthusiasm for working with children and young people. Ability to respond appropriately to their needs. • Effective time management and organisational skills with sound record keeping and the willingness to keep and maintain such records. An ability to follow procedures effectively. • An understanding of dealing with confidential information and a firm grasp of how to disseminate necessary information to work colleagues in an appropriate and timely manner. • An understanding of current issues affecting young people's lives and able to respond appropriately to the needs of young people. • A knowledge and support for current child protection legislation and other legislation associated with child protection and welfare. • An ability to work with minimum supervision, using initiative and able to adapt readily to change, but with cohesion within a team environment. Flexibility and an ability to prioritise workload are essential. 	<ul style="list-style-type: none"> • In addition to professional working experience, further voluntary work with young people. • A willingness to use your own transportation for the purposes of work from time to time. • A first aid certificate. • Swimming and/or sports coaching certificates or experience. • Outside interests which might translate to teaching subjects in School House. • Strong computer literacy skills and an ability to write policies and other important documentation. • A Degree/Higher Education qualification and/or teaching qualification. • Counselling skills. • A willingness to take a life-saver swimming certificate. • Experience of working in a residential setting. • Experience of organising events for young people. • Experience of managing staff. • A willingness to provide cover for staff sickness/shortages from time to time.

The following criteria are essential to the role. It is anticipated that candidates should indicate on their application how they meet these criteria.	Whilst not essential candidates should indicate on their application where applicable which of the following desirable qualities they bring to the role.
<ul style="list-style-type: none"> • An ability to lead and motivate staff and young people. A patient but firm/fair attitude and an ability to build strong relationships with students and staff. • The confidence to assist boarders with their academic work during prep hours. • A trustworthy, tactful and discreet personality with honesty, integrity and a sense of humour. • An ability to communicate and work effectively with external agencies and parents. • A strong level of education (preferably to degree or equivalent) or evidence of continued personal/professional development working with young people. • Computer literacy skills and a strong command of written English with the ability to correspond with multiple agencies, parents, other professionals. • The ability to complete written reports without supervision and to keep individual mentor files up to date with appropriate key points about progress and development. The ability to write risk assessments (although supervision will be provided). • A clean current driving licence and a willingness to take a mini-bus competency driving test. • A willingness to work antisocial hours. • In good health, willing and capable to perform duties relevant to the role. • A commitment to safeguarding and promoting the welfare of children and young people. An understanding of keeping professional boundaries with children. • Of very smart appearance and a professional work ethic. • Flexibility and a can do attitude is a must. There may be times when you may be expected to work beyond normal working hours. 	<ul style="list-style-type: none"> • A willingness to attend training sessions, which may include courses outside of normal working hours. • TEFL training. • Additional language skills. • Experience of other cultures, work overseas or similar