

JOB DESCRIPTION

Job Description: Children's Support Worker/Buddy

Responsible To: Case Manager

Employed By: Higgs and Sons Solicitors on behalf of the Client

Our client attends a school for children with special needs. He has additional one-to-one support at school due to the complexity of his needs.

He is wheelchair dependent and is a bright, intelligent and happy young man with a great sense of humour. He uses eye gaze communication but he can communicate his needs by signs and non verbal communication.

Our client requires an extensive therapeutic programme to help maximise his physical and emotional well-being. He has support at home, both from parents/family members and he has a busy vibrant family life with his siblings. He loves football, watching sport and computer games.

The role will involve/the responsibilities of the Support Worker/Buddy will be:

- Being responsible for his safety and well-being, including assisting him with personal hygiene needs.
- Providing support in the client's home after school, weekends and school holidays, to assist with all daily living activities, including assisting with age appropriate activities aimed at supporting our client's needs.
- To work on a physiotherapy programme under the supervision and guidance of a chartered paediatric physiotherapist once new therapist appointed.
- To work on an active programme of support to include a range of activities.
- To drive the client's vehicle once competent to do so.
- To support recommendations made by the occupational therapist and incorporate into daily routine.
- Follow manual handling assessments and training.
- To administer prescribed medication once training has been completed and assessed/signed as competent by the Case Manager.
- To prepare meals, snacks and drinks and support him with feeding.
- Promoting school work and supporting his school support worker.
- Facilitating/enabling the client to participate in as many of the curriculum related activities and tasks as possible.
- Working closely with school staff and providing regular feedback to the class teacher if required to do so.

- Being familiar with any therapeutic programme prescribed by the Treating Therapists, NHS and private to be carried out at home, so that there is continuity of approach between home and school (currently new private therapist is to be appointed by Case Manager).
- Therapy training is to be provided for you and equipment training.
- Maintaining a written record of the client's day, and key activities and events of the day at home.
- Handover/communication to parents or other home-based support workers as necessary.
- Maintaining the confidentiality of the family whilst at work or in the school.
- Supporting the client with hydrotherapy once training has been provided in his pool or at the swimming baths.
- Support with bowling and other activities he may wish to do.
- Attending team meetings with the other members of the directly employed care team, as called by the Case Manager, likely to be held on a monthly basis in person or via zoom.
- Attending supervisions with the Case Manager in person or via zoom.
- Providing support to the client's parents as needed.
- Assisting with light domestic duties, changing bedding and laundry for the client and cleaning of his area of the home.
- To complete monthly time sheets for payroll purposes.
- To complete lateral flow tests before shifts and weekly PCR testing.
- To ensure wearing of PPE and following the Covid risk assessments and ensuring PPE is provided for you.
- To report any concerns to the Case Manager or the Assistant Case Manager.

PERSON SPECIFICATIONS

Essential:

- Demonstrate a high quality of verbal and written communication skills.
- Previous experience of working with children.
- Demonstrate awareness of risk.
- Evidence of enabling skills and ability to encourage independence.
- Must have a positive attitude.
- Must have a good sense of humour.
- Must demonstrate ability to work confidently alone and as part of a team.
- A high level of mental and physical stamina.
- Must demonstrate a high level of organisational and administrative skills.
- A full UK driving licence.

Desirable:

- Previous experience of working with clients who have a brain injury/learning disability.
- Previous experience of working one-to-one in a client’s home/educational or community setting.
- Previous experience of rehabilitation and working with therapists.

This is by no means an exhaustive list and there are other areas, which will become apparent as time goes by.

Please acknowledge that you have received the Children’s Support Worker/Buddy Job Description outlining the responsibilities of a Children’s Support Worker/Buddy which will be discussed in more detail as part of your training.

*Please note: Community Case Management Services Ltd are not the Employer nor should we be referred to as such.

Signed

Date