

JOB DESCRIPTION



HEALTHCARE ASSISTANT (REP)

Responsible to: Head of Safeguarding & Social Care

Main purpose: Provide care and support to children and young people in the learning and residential environment and assist the school nursing and therapy teams.

Duties and responsibilities:

- Perform agreed plans of care to identified groups of children/young people without direct supervision within the level of competency for the post.
- Monitor and ensure standards of care are maintained and that relevant policies/procedures and protocols are adhered to.
- Maintain clear and accurate documentation, raising issues of concern with a qualified nurse where appropriate.
- Provide care of medication administration, gastrostomy sites and assist with tube feeding and support with complex medical needs.
- Support students within the learning environments in class and residential areas to promote students intellectual, physical, social, emotional and spiritual development and support access to the curriculum and social activities.
- Promote a caring environment and the provision of a high standard of personal care including mealtime assistance.
- To be aware of and implement students' care plans and assist the student in the development of Skills of Success as targeted within the individualised programme.
- Ensure the safety of students by maintaining high standards of safety and observe good practice in relation to health and safety and safeguarding in all issues and report any concerns to line management.
- Ensure that communication with students, staff, and other departments is effective and contributes to securing efficiency and high standards of care and personal development for students within a learning and residential environment.
- Support morning and evening shift in the Residential Education Provision (REP) setting with all students.
- Undertake such other tasks as may be reasonably required from time to time
- The role will include a substantial amount of moving and handling.
- Proactively observe and comply with all school policies and procedures relating to child protection, equality and diversity, health, safety and security, confidentiality and data protection reporting all concerns to an appropriate person.

- Appropriately use the recording and reporting processes.
- Maintain high standards of safety and observe good practice in relation to health and safety and safeguarding in all issues and report any concerns to line management a Designated Safeguarding Lead (DSL).
- Be aware of and integrate in own practice the principles of Keeping Children Safe in Education.
- Maintain a flexible "can do" approach.

Please note that this is illustrative of the general nature and level of responsibility of the work to be undertaken, commensurate with the post. It is not a comprehensive list of all tasks that the postholder will carry out. This job description may be amended at any time in consultation with the postholder.

This role involves contact with and responsibility for children and young people and will be engaged in regulated activity. The law requires this position to have an enhanced criminal background check. This is to protect children and vulnerable adults and to safeguard positions of trust. The position is therefore exempt from the Rehabilitation of Offenders Act. If your application is taken further, you will be asked to declare details of any criminal record, even convictions that are 'spent' according to the act. If you are offered the post this information will be checked against DBS.