# EAST SUSSEX COUNTY COUNCIL JOB DESCRIPTION

# Job Title: Secure Residential Support Worker

# Department: Children’s Services

# Grade: [Single Status 8/9](https://www.eastsussex.gov.uk/jobs/working-here/pay/east-sussex-single-status)

# Responsible to: Team Leader

# Purpose of the Role:

The Secure Residential Support Worker (RSW) is responsible for providing the day-to-day safe and secure care of the children placed within Lansdowne Secure Children’s Home. They will take an active role in the lives of young people, in assessing their needs and encouraging attitudinal and behavioural change through proactive and positive interaction, maintaining a pro-social behaviour, restorative and solution focussed approach.

The RSW shall work as part of a team of RSW’s led by a Team Leader to ensure that children have their needs met and are kept engaged and occupied with fun and enriching activities. The post holder shall embrace the strong corporate parenting mentality of the home and understand that children feel safe and begin to thrive when trusted adults are providing nurture, routine and are in control.

RSW’s will encourage children to embrace the behaviours, vision and ethos set out within the Statement of Purpose and Function. RSW’s shall contribute to Children’s meetings throughout the day to ensure that expected levels of behaviour and engagement is being achieved and shall employ an empathic approach yet be capable of a straight-talking approach to levels of expectation and risk management. RSW’s follow a mantra of ‘recognise everything’, thus be offering praise to children for appropriate behaviours, engagement and achievement whilst challenging any negative behaviours and / or poor engagement and supporting improved outcomes to be achieved.

The RSW shall have the skills to work as part of a Team and on their own initiative, with the ability to manage groups of children and work on a 1:1 ration where required. The RSW shall embrace the ethos of ‘engaged children are happy children’ and strive to ensure that fun and enriching activities are encouraged through enthusiasm and participation.

RSW’s will form parts of each child’s Key Team and be responsible for writing reports, logs, and risk assessments, while also ensuring that the day-to-day care is delivered to a high standard, such as diet, personal hygiene and shopping whilst supervising and supporting visits, trips and family contact.

RSW’s shall keep themselves informed of the children’s needs assessments, risk assessments and care plans, regularly reviewing these; ensuring reflective practice supports continuous improvement by capturing ‘what went well and even better if’.

RSW’s will attend incidents and raise the alarm for support should they require it to keep the children, themselves and their team members safe. RSW’s will develop excellent crisis management and incident support skills, including following their in-depth Physical Intervention and Behaviour Management Training to provide skilled and proportionate physical intervention where required.

RSW’s will operate in a multi-disciplinary team and together with parents, carers and external professionals to safeguard children through trauma informed practice, and promote their outcomes via the home’s high expectations, high aspirations corporate parenting approach to childcare.

# Key tasks:

1. Work as part of a team of Residential Support Workers to deliver high-quality childcare to the children placed at Lansdowne Secure Children’s Home with an emphasis on safety, nurture, and achievement.
2. Bring a parental presence to the home and promotes an inclusive and positive working environment, emphasising high quality outcomes for children and embracing the vision and ethos of the home.
3. Ensure that children’s needs are met in line with their care plans and the statement of purpose and function and actively participate in the planning, development and delivery of opportunities for the enrichment, recreational and/or vocational development of young people. Regular day-to-day participation in sport, fitness and games with the children is part and parcel of this role.
4. Attendance and contribution towards children’s meetings, reviews, handovers and debriefs, ensuring that safeguarding matters are flagged and escalated as required, and that children are kept engaged and having fun through a range of enriching activities to nurture their emotional and physical wellbeing.
5. Be constructive and proactive in addressing and managing the challenging behaviour presented by children, demonstrating the ability to interpret and respond appropriately to a range of emotions and behaviours. Not to ignore any behaviour; praise / reward appropriate behaviour and challenge / support improvement /consequence behaviour which falls below the expectations set (in line with the policy and individual plans).
6. Be the first line in behaviour management and physical intervention practice, taking the role of First Responder by utilising empathic listening, de-escalation and decisive risk assessment and management skills to keep children safe from harm whilst offering support to colleagues and other children.
7. Work closely with colleagues from Health, Education and Support Services to ensure that Children are engaged, supported and motivated to participate in well planned and organised education, learning and intervention. This includes delivering Key Work Intervention and Group Work activities and workshops.
8. Dispense medication in line with the Medication Policy and Procedure and supervise, administer and record prescribed and controlled medications within the home.
9. Support and champion the principles of equality and diversity across the home and in relation to all children, staff and visitors.
10. Maintain the homes robust electronic case management system with the accurate completion of daily logs, incident reports, review reports, risk assessments and care plans.
11. Follow policies and procedures of the home and contribute towards their review, supporting newer members of staff to settle in through modelling best practice to them and offering a supportive ‘shadowing on shift’ experience.
12. Embrace the daily quality assurance activity in the home to ensure strong performance with regards to inspection and ensure reflective practice is embedded within the home, inclusive of provide reports, maintaining records and attending meetings and reviews as required.
13. Carry out domestic duties to ensure that the home is maintained to a high standard, including some cleaning, cooking meals and laundry.
14. Ensure, as far as reasonably practicable, the health, safety and well-being of yourself and others within the workplace, taking quick and decisive action to do so if required.

**Grade Progression bar**

**Progression to Single Status 9 is dependent upon achievement of the full level 3 Diploma in Residential Childcare** **and:**

1. Complete and maintain all relevant and required training and develop a specific area of interest within the home. RSW’s will contribute to the ethos of the home as a centre of excellence by sharing this knowledge at team meetings and in day-to-day practice.
2. Demonstrate significant confidence and competence working 1:1 with the most complex and challenging children placed in the secure home; they will be skilled in de-escalation and behaviour management models practiced in the home, able to take the lead in responding to incidents as required. RSWs at SS9 are expected to manage difficult mobility and outreach programs and to represent the authority at more complex multi-disciplinary meetings with partner agencies.
3. Act as a mentor for less experienced staff and contribute to new staff development.

# PERSON SPECIFICATION

# Essential education and qualifications

**Progression to grade SS9**

* Dependent upon achieving Level 3 Diploma in Residential

# Essential key skills, abilities, knowledge, experience, values and behaviours

* Communication skills with the ability to offer clear assertive direction and support to children to ensure they feel safe
* Ability to manage difficult conversations and challenge poor behaviour/practice
* Ability to deliver a range of activities and engagement to children both on a 1:1 and group basis to ensure they remain engaged and to be willing to participate in and learn new skills and activities.
* Behaviour Management experience and skills, including limit setting and de-escalation skills
* ICT skills and understanding of the essential importance of monitoring and recording for evidence and transparency
* Ability to think creatively and to influence children to achieve positive outcomes
* Understanding of continuous professional development
* Ability to interpret policy and procedure and apply it, offering support advice and guidance to other staff where necessary
* Empathic listening skills
* Experience of Crisis Management and managing difficult situations
* Experience of partnership working
* Knowledge and experience of child protection and safeguarding
* Corporate Parenting mentality and advocate for children
* Physically capable to undertake Physical Intervention and De-escalation skills
* Professional in approach
* Well organised and self-motivated with a flexible approach to work
* Resilient with strong self-awareness
* Knowledge of data protection requirements when recording data about children and families

# Desirable key skills, abilities, knowledge, experience, values and behaviours

* Current knowledge of legislation and guidance in secure services and children in care
* Experienced in relation to good practice Physical Intervention
* Experience of working with people who may present a risk to themselves and others
* Experience of successfully working with vulnerable young people and understanding their complex needs and challenging behaviours
* Understanding of trauma informed practice affecting families and young people and young people involved in highly risky behaviours
* Psychologically informed practitioner

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Health & Safety Functions

This section is to make you aware of any health & safety related functions you may be expected to either perform or to which may be exposed in relation to the post you are applying for. This information will help you if successful in your application identify any health-related condition which may impact on your ability to perform the job role, enabling us to support you in your employment by way of reasonable adjustments or workplace support.

| **Function** | **Applicable to role**  |
| --- | --- |
| Using display screen equipment  | Yes |
| Working with children/vulnerable adults | Yes |
| Moving & handling operations | No |
| Occupational Driving | Yes |
| Lone Working | Yes |
| Working at height | No |
| Shift / night work | Yes |
| Working with hazardous substances | No |
| Using power tools | No |
| Exposure to noise and /or vibration | No |
| Food handling | Yes |
| Exposure to blood /body fluids | Yes |