

Kent County Council

Job Description: *Apprentice Children's Residential Worker*

Directorate:	Children, Young People and Education
Unit/Section:	Children Short Break Service
Grade:	KS Entry Level Apprentice
Responsible to:	Shift leader

Apprenticeship Training Details

Name of Apprenticeship Standard: Children, young people and families Practitioner

Level of Apprenticeship: Level 4

Length of Study: 2 years

Purpose of the Job:

Work as a member of a team providing a nurturing, stimulating and safe environment which will promote the emotional and physical well-being of children with learning disabilities within appropriate boundaries.

Main duties and responsibilities:

- Have responsibility for the day-to-day care of the children accessing short breaks, under the direction of the Shift Leader in line with Directorate Policy and Children's Homes Regulations 2015 including the Quality Standards.
- Support children to express their views, wishes and feelings, ensuring their voices are heard.
- Keep up to date with National and Directorate policies and procedures, ensuring robust compliance in accordance with Ofsted regulations.
- Observe and record accurately the development and progress of children during their stay, completing daily records and logs.
- Report back to the Shift Leader all relevant information, observations and any safeguarding concerns raised during the shift.
- Work closely with individual children in line with their care plans & unit policies.
- Assist in the general domestic duties within the unit which could include laundry, preparing meals and other tasks, as directed by the Shift Leader.

- Work in partnership with other team members to ensure the smooth running of the shift where children are provided with stimulating and meaningful experiences, including opportunities for learning and achievement.
- Attend regularly and participate fully in supervision, team meetings and the appraisal process.
- Advise management of health and safety issues likely to affect the smooth running of the unit and the care of the children.
- Actively participate in ongoing training and apply learnt knowledge to support best practice within the unit.
- Promote equality for all individuals which recognizes and encourages anti-discriminatory behavior, children's rights, choices, personal beliefs and identity.
- Adhere to the Kent Code of Practice at all times.

Footnote: This job description is provided to assist the job holder to know what their main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

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Person Specification: *Apprentice Children's Residential Worker*

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	CRITERIA
QUALIFICATIONS	Note - Entry level apprenticeships do not require qualifications for Math's and English as these functional skills can be incorporated as part of the apprenticeship.
EXPERIENCE	None required.
SKILLS AND ABILITIES	• Ability to relate theory to practice • Ability to recognise the needs of a child as paramount • Ability to work as part of a team • Ability to use initiative • Accuracy in report writing and effective communication skills • Ability to plan and deliver a range of social, recreational activities, both community and unit based.
KNOWLEDGE	• Children's Act 1989 & 2004 • Children's Homes Regulations 2015 & Quality Standards
PERSONAL QUALITIES	• Initiative. • Flexibility. • Patience. • Self-awareness. • Commitment. • Empathy. • Positive Outlook • Reliable.
KENT VALUES AND CULTURAL ATTRIBUTES	Kent Values: • We are brave. We do the right thing, we accept and offer challenge • We are curious to innovate and improve • We are compassionate, understanding and respectful to all • We are strong together by sharing knowledge • We are all responsible for the difference we make Our values enable us to build a culture that is:

	Flexible/agile - willing to take (calculated) risks and want people that are flexible and agile Curious - constantly learning and evolving Compassionate and Inclusive - compassionate, understanding and respectful to all Working Together - building and delivering for the best interests of Kent Empowering - Our people take accountability for their decisions and actions Externally Focused - Residents, families and communities at the heart of decision making
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