



**JOB TITLE: Care Assistant**

**Salary: National Living Wage or Apprenticeship Rate**

**RESPONSIBLE TO: Higher Level Teaching Assistant**

**STATEMENT OF PURPOSE:**

To assist students with care, feeding, changing, medication and therapies having due regard to the health, safety and wellbeing of students and colleagues.

**KEY RESPONSIBILITIES**

Care and safety:

- Helping students with feeding
- Toileting and changing of students as necessary to ensure they are clean, tidy and comfortable
- To assist with monitoring of physical wellbeing including students' eating habits to support the development of students' independence
- To be familiar with pupils' care plans and provide care, encouragement and maintain dignity
- To assist in intimate care as required
- To administer medication to students as required and under supervision in accordance with their Care Plan and legal guidelines
- To support students' therapies in class as advised by the therapy team and HLTA
- To assist in the supervision of students during break and lunchtimes and with transport

Communication and team working:

- To help students with communication and interaction
- Liaise with kitchen and/or classroom staff about feeding and break times as necessary
- To work flexibly as part of a team

**Please note**

This work sometimes involves sitting at low tables or on the floor and may involve lifting or restraint of students for which training is available. The work is in a hectic and noisy environment with constant interruptions from children.

Working with Special Education Needs students requires a particular understanding and appreciation of the individual needs such as physical limitations, learning, emotional, behavioural and language difficulties or problems with organisation. The behaviour of such children is often extremely challenging and is therefore emotionally and physically demanding. In some cases the nature of the students' special needs may result in staff being verbally or physically assaulted.

This is not an exclusive or exhaustive range of responsibilities, rather an indicative list. You may be required to carry out further duties as reasonably required and commensurate with the position.

## PERSON SPECIFICATION

Key Criteria	Essential	Desirable
Qualifications and training	<p>Good levels of literacy/numeracy</p> <p>Awareness of health, safety and wellbeing requirements in a school environment</p>	Health and social care or childcare qualification
Skills and experience	<p>An understanding of the aims of the school</p> <p>Experience of working in a challenging environment</p> <p>Excellent communication skills including ability to communicate sympathetically with children</p> <p>Ability to support emotional wellbeing, self-reliance, self-esteem and resilience in others</p> <p>Ability to assist with feeding and changing</p> <p>Ability to assist with student therapies and medication</p>	<p>Experience of working within a health and social care setting (paid or voluntary)</p> <p>Experience of a SEN learning environment</p>
Core Competencies	<p><b>Pupil Led</b></p> <p>Passionate about supporting young people with a disability in a dignified way</p> <p>Committed to meeting the needs of students</p> <p>Is approachable and helpful</p> <p>Acts with honesty, integrity and discretion</p> <p>Is concerned with the health, safety and wellbeing of others</p>	Emotional awareness

	<p><b>Results Orientation</b></p> <p>Displays energy and enthusiasm</p> <p><b>Working Together</b></p> <p>Contributes to effective teamwork</p> <p>Understands and supports others</p> <p>Values people equally and encourages inclusive participation</p> <p>Willing to work in line with all MGS policies and procedures</p> <p><b>Adaptability</b></p> <p>Can cope with change</p> <p>Works well in a challenging environment</p> <p>Remains calm and professional at all times</p>	
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