



JOB DESCRIPTION

Job Title: Senior Family Support Worker

Job Ref:

Grade/Scale: G10 PP20-23

Hours/FTE: 37 hours per week / 40 weeks per year

Responsible to: Assistant Headteacher (Personal Development, Behaviour and Welfare)

Purpose of the role

To be an active part of the school community providing leadership of the Family Support Team and effective day to day management working with families to support the engagement and well-being of students at school and at home. To support Early Help Assessments and Interventions and act as lead professional where appropriate.

Support to Students, Staff and Parents/Carers

- Provide strong professional leadership for the family support team.
- Effectively manage the caseload and case workflow and provide ongoing reflective practice supervision to team members to achieve best practice in line with current research and policy.
- Take responsibility for particularly complex cases to achieve family change and cascade any learning to colleagues.
- Work with partners to provide independent scrutiny and oversight in Children's review meetings to ensure the child is safe and positive outcomes are achieved.
- Ensure clear and accurate assessment of children's needs in line with early help guidance and provide specialist and expert advice to frontline practitioners, working alongside them in early help cases to provide coaching and support.
- Promote and continuously develop integrated working practice with the Early Help Service and partner agencies.
- Contribute to the continuous learning and development of practice by developing, delivering and evaluating training, ensuring the effectiveness of training programmes.
- Working as part of a wide school team, ensure that vulnerable young people are supported so that they can thrive within the school and local community to achieve their full potential.
- Persuade, empower and motivate families to engage in and break down barriers which may involve managing and overcoming challenging behaviour from family members.
- Promote and support well-being and positive behaviour.
- Provide support to families where students, particularly vulnerable students, are identified as requiring improved attendance.
- Develop action plans with young people and families to tackle identified need and achieve lasting change.
- Record and review progress regularly against actions plans and amend as necessary.
- Build and maintain relationships with partner agencies in order to effectively direct families to appropriate support and encourage the active participation of families with the services offering support.

- Organise and promote events both in and out of school that allow young people to develop wider interests and participate in community initiatives with the aim of developing their confidence and self-esteem.
- Working on a one to one or small group basis, provide nurturing opportunities for young people.
- Develop, establish and deliver support groups and training for parents/carers.
- Access internal and external funding to appropriately support vulnerable young people and families.
- Undertake Early Help Assessments and where appropriate be the lead professional to ensure the safety of young people and that they are protected from harm.
- Attend Child in Need, Safeguarding conferences and core group meetings when required.
- Responsibility for students' cases when classed as a child in need or have a child protection plan where appropriate.
- Ensure a continuous and consistent implementation of relevant safeguarding procedures, policies, legislation and emerging themes learned from case reviews to ensure the safety and protection of young people.
- Attend and support parents/carers at meetings and appointments.
- Support vulnerable students at times of transition including transitional annual review meetings of statemented/EHCP students.
- Support attendance and attainment within school, for education welfare practical support as required.

Support to Organisation

- Responsibility for keeping accurate, details and timely records and report writing for meetings including multi agency, specialist or legal.
- Ensure best practice reflects the school's ethos, is child centred and conforms to all safeguarding procedures and statutory requirements.
- Regularly report to and advise SLT, Governors and any other relevant staff on all areas of responsibility.
- Contribute to whole school support systems, particularly in pastoral and special needs areas.

Support to School – all staff

(This list is not exhaustive and should reflect the ethos of the school)

- Promote and safeguard the welfare of children and young persons you are responsible for or come into contact with.
- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Be aware of, support and ensure equal opportunities for all.
- Contribute to the overall ethos/works/aims of the school.
- Appreciate and support the role of other professionals.
- Comply with the school's Health and Safety policy and contribute to risk assessments as appropriate.
- Attend and participate in relevant meetings as required.
- Participate in training and other learning activities and performance development as required.
- Assist with student needs as appropriate during the day.

This job description is not intended to be a complete list of all duties and responsibilities of this role. The post holder may be required to carry out other duties and related tasks, the responsibility level of any other duties should not exceed those outlined above.

Note: This job description will be subject of a review as part of the appraisal scheme on a regular basis and any part of it may be amended as a result of such a review or at any time after consultation with the post holder.

Post holder's signature:

Post holder's name:

Date: