



TRAFFORD  
COUNCIL

## Designated Social Care Officer (DSCO)

## Role Profile

**Service:** Children's Services  
**Grade:** SM4C  
**Reporting to:** Director of Education Standards, Quality and Performance  
**Responsible for:** Complex Needs Service – Practice Manager

## About Us

Trafford is a great place to live, work, learn and visit. From its leafy suburbs, to its more urban areas, the borough takes pride in its strong, diverse communities, its cultural and sporting heritage and its position at the heart of the region's economic powerhouse.

Trafford Council and its partners in the public, private and third sectors are embarking on a Vision which sees us working together to close inequality gaps and maximise Trafford's huge potential.

***Our vision: Working together to build the best future for all our communities / everyone in Trafford.***

Our vision is about giving people in Trafford greater choice about where they live; to build and sustain in thriving communities; and to develop areas which we can all take pride in. It's about people living healthily; receiving care when they need it and having access to our green spaces with great transport links across the borough.



## Our Culture

Trafford Council employs around 2300 non-school members of staff and as one of the biggest employers in the borough, we work hard to make Trafford Council an employer of choice. We care what you think and believe you are more than just a job role. We have a great benefits' package and a real focus on your health and wellbeing, as well as, extensive learning, succession and development opportunities.

For us, it's not just about *what* we achieve as an organisation, but *how* we do it. Therefore, all employees are expected to display our **EPIC** values.

**At Trafford Council we are EPIC**

**We EMPOWER** – We inspire and trust our people to deliver the best outcomes for our customers, communities and colleagues.

**We are PEOPLE CENTRED** – We value all people, within and external to the organisation and give those around us respect. We will act with honesty and integrity in all that we do, and create an environment that enables everyone we work with to thrive and succeed.

**We are INCLUSIVE** – We are committed to creating an environment that values and respects the diversity and richness differences bring

**We COLLABORATE** – We build relationships, collaborate; treat people as equal partners and work together to make things happen.

## About the Role

This Role Profile outlines the key tasks you will be expected to perform to give you an understanding of a typical day and the key activities that you will be expected to deliver or contribute to the delivery of.

The 'About You' section explores what qualifications, experience, skills and knowledge you will need for the role.

We are a values based organisation and you will need to reflect our values, as well as the requirements in 'About You' in your application.

### Overview of role

The Designated Social Care Officer (DSCO) will support children's social care compliance with the legislation and spirit of the Special Educational Needs and Disability (SEND) Code of Practice leading to improved outcomes for children and young people with SEND.

The post holder will ensure that the outcomes for disabled children and young people, and those with Special Educational Needs, are maximised by working to improve; quality of life, school attendance, social care needs, personal autonomy and involvement in further education and employment, independent living and community inclusion.

You will also need to have effective leadership and negotiation skills, and used to working collaboratively with Directors and managers to drive organisational developments and changes.

The DSCO will support colleagues in adult and children's social care to ensure they meet their statutory duties for children and young people with SEND aged 0-25. The post-holder will report to Director Education Standards, Quality and Performance

This is a strategic role, accountable for developing strategies, action plans and processes which support and enable the SEND reforms agenda to become embedded within education and social care operations and practice.

The role will directly inform and influence the direction of wider SEND services through intelligence and insight. Contributing to and influencing SEND organisational design, and assisting in the development of 0-25 Children & Young People with Disabilities Service and its policies.

The DSCO will have in-depth knowledge, and understanding of both social care operations and the SEND reforms agenda and will identify areas where social care is weak or non-compliant with the SEND Code of Practice - generating solutions and implementing strategies and plans to address this - aligning these to social care's operational and business plans and statutory obligations.

The DSCO will be the responsible Head of Service for the Children with Additional Needs Social Work Team

Key to success will be the ability of the DCSO to negotiate with and influence others, build and nurture effective partnerships, working collaboratively with a wide range of stakeholders across Education and CSC and exploiting opportunities for co-production.

The role will act as the regional interface, representing Trafford's education and social care delivery at key regional and national events, and will be a source of expert professional advice on SEND reforms relating to social care.

You will actively drive practice improvement with a focus on providing better outcomes for children, young people and their families.

### **Your Main Priorities**

1. Establishing and leading a network of social care SEND 'champions' and link workers. Facilitating and overseeing the implementation of the SEND agenda within education and social care through this network, and gathering insight and intelligence from them and other groups such as parent carer groups to inform future planning.
2. Responsible for developing social care aspects of the Local Offer that provide relevant advice and information and meet all legislative requirements in order to identify and exploit opportunities for co-production and integrated working between social care, health and education to progress SEND reforms agenda.
3. Work collaboratively with education and social care directors and Heads of Service to ensure social care meet statutory responsibilities under the Children & Families Act (2014) and Care Act (2014), and to drive forward organisational culture change aligned to the SEND reforms.

4. Constructively challenging practice, systems, processes and protocols to enhance SEND reform compliance as part of this collaboration.
5. Hold the Senior management and operational responsibility for the Children with Additional Needs Social Work Team
6. Responsible for framing social care elements of the local authority's self-evaluation process to ensure readiness for SEND Ofsted & CQC Inspections.
7. Involvement in and initiation of varied multi-stakeholder projects and work streams. Themes include: participation and engagement, person-centred approaches, joint working initiatives, outcomes frameworks, operational function design, IT systems connectivity, EHC processes, quality assurance, joint commissioning, Early Years, Preparing for Adulthood, the Local Offer.
8. Contribute to education and social care workforce development by formulating a programme of blended learning/training relating to the SEND reforms across varied audience profile and functions.

**Key duties**

- Maintain oversight across education as a Safeguarding Officer and Children's Social Care (CSC) services for children, young people with additional needs, and those with SEN, e.g. identifying risk and need, EHC plan process, providing information and advice in the local offer
- Management responsibility for Children with Complex Needs (CAN) service which will include performance management and quality assurance and safeguarding functions in line with statute
- Ensure that service delivery is of the highest possible quality and promotes effective outcomes for children with additional needs and disability
- Develop best practice and innovative ways of working with parents/carers, children and young people with additional needs and disability
- Undertake appropriate budget responsibility and contribute to effective needs led commissioning including the commissioning of a menu of short breaks

- Ensure CSC and Education Services are reflected in the local offer, coordinating EHC assessments with other social care assessments (CIN/CP/LAC reviews, PEPs etc.), understanding and experience in applying and managing various thresholds.
- Lead on the strategic development of services through joint commissioning, the integration of services and participation and the engagement of families. Role modelling joint working and maintaining meaningful dialogue and coproduction with partners, education, CSC and families.
- Shared Ownership of SEND Self-Assessment/Self Evaluation.
- Oversight of Performance information and QA of Practice.
- Review and contribute to Local Offer and Graduated Response to SEND Social Care.
- Develop Programmes of Training and Development for SEND (incl. Multi - Agency).
- Establishing and monitoring processes to co-ordinating Assessments and Planning.
- Informing strategic commissioners regarding joint commissioning and integration of services.
- Providing Social Care Leadership in SEND Transformation.
- Ensure suitable professional advice is available to support system effectiveness.
- Attendance at SEND Panel representation ensuring care planning and safeguarding is effective for our children, young people with additional needs, and those with SEN.
- SEND Tribunal – strategic oversight and operational management of the processes.

## About You

### Qualifications and Professional Development

- You should be a qualified and experienced social worker (SWE registered) with significant statutory knowledge and experience in order to provide and quality assure advice about children and young people, make recommendations about risk and need, provision and contribute to formulating outcomes.

## **Experience and Knowledge**

- Educated to degree level with significant experience of working in the statutory social care sector
- Significant experience of working with children and young people with SEND and their families
- Relevant experience of leading, mentoring, and supervising the work of others, both at an Operational and Strategic Level
- Evidence of knowledge, understanding and practice in relation to the implementation of SEND legislation, safeguarding and risk management, particularly within social care
- Demonstrable knowledge of systems to enable working with multi-agency teams to develop new process, e.g. knowledge of the national landscape, local structures and processes for children, and adults' services.
- Experience of successful working with a wide range of stakeholders including children and young people, parents and carers, and those within education and children's social care and health (including the voluntary sector)
- Successful experience of implementing organisational change by identifying issues/barriers, generating solutions, and planning and developing how these will be implemented in a cross-function, cross-organisation environment.
- Evidence of effectively and sensitively dealing with a wide range of people regarding difficult and complex issues including the use of effective negotiation.
- Proven experience of using user feedback to enhance services and to influence practice.

## **Skills and abilities**

- Lead for SEND, for communicating and co-producing with families and inclusion.
- Ability to think creatively and constructively challenge the norms: existing practice, process, protocols. Identifying opportunities to improve or innovate the way we deliver our services.
- Understanding, analysing and presenting complex information effectively.
- Leadership and management of staff to provide effective development and ambition to lead within Trafford's EPIC framework.
- Ability to confidently support and understand decision-making processes, including financial regulations and ability to produce and monitor business plans.
- Resilience in managing change and be able to influence, change and persuade decision makers and practitioners.

- Ability to collect, interpret and use data to facilitate wider understanding the needs and resources of the local population, and to influence commissioning.
- Be confident and competent when working collaboratively and in partnership with other agencies e.g. Education, Health, Police, the independent sector and with key internal stakeholders and maintaining these relationships for co-producing solutions.
- Understanding and responding to differing perspectives and taking a cross organisational view.
- Problem solving across a range of issues and across organisational and agency divides.
- Communicating clearly and persuasively both orally and in writing to a varied audience profile, including writing reports, guidance, templates, presentations, training materials and programmes.
- Strong influencing and effective interpersonal skills to achieve best outcomes for children and families whilst balancing education, social care and the local authority's interests.

### **Special Conditions**

- DBS required
- Politically Restricted
- Unsocial Hours/Weekend

Date prepared/ revised: May 2021

Prepared/revised by: Service Redesign Team

Version No.	Date	Description
V01	05.03.21	
Final	21.05.21	JOK final check and removal of draft

### **Health and Safety**

To operate safely within the workplace with regard to the Council's health and safety policies, procedures and safe working practices. To be responsible for your own Health and Safety and that of other employees.

### **Equalities & Diversity**

To work within the Council's Equalities and Diversity Policy, embracing through personal example, open commitment and clear action that diversity is positively valued, resulting in access for all by ensuring fair treatment in employment, service delivery and external communications