

**Job Title Supply Waking Night - Student Support Assistant**

**Location** Henshaws Specialist College, Harrogate

Salary £11.00 per hour

**Hours per Week** Night shifts are run from 10pm – 8am

**Reports to** Care Lead

**DBS Check** Enhanced Check with child barring list and adult barring list (college students ages range from 16 – 25 years old)

‘The Starting Point’ at Henshaws Specialist College

The Starting Point is an exciting development forming part of the Henshaws Specialist College. It provides an educational pathway based around a supportive learning and living environment for young people with Autism and sensory sensitivity who may display behaviour that may be considered challenging. Students that access the Centre may be diagnosed with Autism, or have similar characteristics along with wider additional needs. Learners who access these facilities will benefit from a low arousal environment and positive, structured educational pathway throughout their day, continuing into the home.

**Job Summary**

This role will work as part of a team providing specialist care and learning support for students with Autistic Spectrum Disorder (ASD) and behavioural, emotional and social difficulties (BESD). The key focus of the role will be to promote independence and prepare the students for adulthood.

**The responsibilities of a Student Support Assistant – Waking Night:**

As part of the Residential Student Support Team, the Waking Night SSA performs a very important role in helping our students to get the most out living away from home in a safe and supportive environment.

In the house you would be required to help and support our students with their personal care needs which may include washing, dressing, toileting, feeding and any other intimate care assistance. This would be identified in the student’s Care Plan. You will also be responsible for carrying out any checks required for individual students in a professional and timely fashion throughout the night. It is vital that you accurately and appropriately record and report students’ needs and progress.

You will need to learn and fully understand the College’s mission and values and ensure that everything you do reflects these values.

You will be given a rota showing the hours you will work each week. This may change to accommodate the needs of the service but we would discuss this with you before any changes took place. Night shifts typically start at 10pm and finish at 8am the following morning.

You will be required to attend training some of which may take place outside your normal rota’d hours. This will be discussed with you and payment may be made when it is not possible to do this training within your normal number of contracted hours.

**Other responsibilities:**

* Keep up to date and remain fully aware of the students’ difficulties and disabilities and any care and medication requirements of those students.
* Ensure that appropriate care equipment is used after training and work as trained.
* Report any concerns which may affect student/staff welfare or safety to the Senior Care Lead or any other manager.
* Assist all students in any way which promotes and enables their development and independence.
* Carry out any administrative and housekeeping tasks necessary to ensure good housekeeping, cleanliness and health and safety in relation to the student residences.
* Attend and contribute to termly staff meetings as required.
* Attend all Henshaws mandatory and compulsory training sessions, taking responsibility to ensure training is up to date at all times.
* Take responsibility for your own personal and professional development, including CPD where appropriate.
* Facilitate training and knowledge sharing across Henshaws Society, and other providers where appropriate.
* Offer a flexible approach to working hours to meet the needs of the organisation.
* Represent Henshaws in professional manner at all times, contributing to marketing and recruitment activities for Henshaws Society as required.
* The employee may on occasions be called upon to undertake work in other locations in order to ensure obligations to students, service users and third parties are fulfilled.
* Comply with Henshaws Health & Safety requirements and be aware of and adhere to current Henshaws policies and procedures.
* Any other duty as required by the line manager commensurate with the post.

**Please Note**

For the first two weeks of your employment you may be required to work different hours to those for which you are contracted. This is in order that we can provide you with the necessary training and induction to enable you to do your job. This induction period will be discussed and agreed with you by your Senior Care Officer before you start working.

Person Specification

In order to be shortlisted you must demonstrate that you meet all the essential criteria and as many of the desirable criteria as possible. Where we have a large number of applications that meet all of the essential criteria, we will then use the
desirable criteria to produce the shortlist.

 All disabled candidates who meet the minimum essential criteria will be included on the shortlist

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|  | **Criteria** | **Essential or Desirable** | **How Identified***Application form / Interview / Selection test / copy of certificates.* |
| **Skills and Experience** | Experience of working in the care sector | Essential | Application form Interview  |
| Experience of working with young people or students with visual impairments, learning difficulties and/or other disabilities | Desirable | Application form Interview |
| Ability and willingness to assist students with their personal care requirements as needed, whilst maintaining their dignity. | Essential | Application form Interview |
| Ability to support students in a way that promotes their independence and development in the education setting | Essential | Application form Interview |
| Previous experience of providing personal care | Desirable | Application form/Interview |
| Enthusiastic, respectful and sensitive attitude to client group | Essential | Interview |
| Commitment to furthering student’s independence | Essential | Application formInterview |
| Ability to promote the student group in a positive and professional manner | Desirable | Interview |
| Excellent communication skills, both verbal and written so you can interact with our students and record progress | Essential | Application form Interview |
| IT literate with a working knowledge of MS office in particular Word, Excel and Outlook | Essential | Application form |
| **General & Specialist Knowledge** | Knowledge and experience of health and safety issues relating to this area of work | Desirable | Interview |
| Awareness and respect of student’s rights | Desirable | Interview |
| Experience, knowledge or understanding of specialist methods of communication, i.e. Braille, BSL, Makaton etc. | Desirable | Application form |
|  | An up to date First Aid qualification or willingness to work towards | Essential | Certificate/Application form/Interview |
| **Education & Training** | Good standard of education i.e. equivalent of 2 GCSEs in Maths and English at Grade C or above | Essential | Application form Copy of certificates |
| Willingness to undertake and achieve Skills for Care Induction Award within 12 weeks | Essential | Application form |
| Level 2 qualification/Diploma in Health and Social Care | Essential | Application formCopy of certificate  |
| Commitment to training & personal development | Essential | Application form  |
| Relevant training and evidence of personal development | Desirable | Application form |
| **Special Requirements** | Flexible approach to working hours and ability to work the hours which meet the establishment’s need. NB this is more than likely to include working a day at the weekend and some evenings depending on the hours you work. | Essential | Interview |
| To fully support our students you must be able to push a wheelchair around college and in the community and assist the student into and out of the wheelchair if required. Training will be given | Essential | Interview |

**Henshaws will make every endeavor to make any reasonable adjustments for applicants who require assistance in carrying out their duties due to a disability**

**Henshaws is committed to safeguarding vulnerable adults and children. The post holder may be required to complete an enhanced DBS check including barring lists for Adult and/or child barring services.**

**Henshaws is committed positively welcomes applications from all sections of the community**

**Feb 2017**