**Job Description**

**Deputy Head of Care**

To undertake specific responsibilities, as outlined in the job description and to deputise for the Head of Care as required. To work as a member of the residential team, in accordance with the school's policies, with a shared responsibility for the deployment and supervision of members of the residential

team.

To be actively involved in the school recreational and social programme and engage individuals and groups of pupils in a constructive, enterprising and socially extending range of leisure pursuits.

Implementing an agreed pattern of sensitive but effective care and control to provide the children with a secure, safe, and stimulating environment conducive to physical, emotional, educational, and social development so that pupils enjoy a calm and relaxed group living experience.

* To maintain the orderliness of the children's living and recreational areas and clean such areas in emergencies.
* To be responsible for the training and counselling of pupils in personal and social competence, including relationships, health, hygiene, domestic etiquette, dress and safety.
* To escort pupils on visits to doctors, dentists, shopping trips, etc., as required.
* To administer any prescribed medication in accordance with directions of the school doctor or other authorised member of the school staff.
* To attend, as required, meetings about individual pupils and/or matters affecting the general running of the school.
* To observe, advise and produce written reports on pupils, as required.

Person Specification

* Successful experience of working with children with emotional and behavioural difficulties.
* Level 5 diploma in Leadership and Management (desired)
* Level 3 diploma in working with children and young people or residential care (mandatory)
* Experience working with primary-aged children.
* Experience working with Secondary children is desirable
* An understanding of how to manage children assertively without using dominance.
* The ability to set appropriate boundaries for children.
* A positive regard for children.
* The ability to understand and empathise with children
* The ability to offer stimulating experiences to children.
* The capacity to offer and maintain safe and consistent boundaries to children.
* The capacity to physically manage children.
* The ability to write and supervise detailed reports on children.
* The capacity to model professional behaviour for other staff.
* The ability to lead a team without the Head of Care.
* The ability to work flexibly under pressure.
* The ability to contribute to staff training.
* The ability to solve problems.
* The ability to take on board new ideas.
* A sense of humour.
* The ability to work in partnership with parents.
* The ability to communicate clearly with professionals and agencies.
* A commitment to personal and professional development.
* A clean driving licence.
* It is recognised that candidates will likely not be able to demonstrate all of the criteria in this specification.