

Job Description

Job Title:	Children and Young People Play and Support Worker
Responsible to:	Senior Children and Young People Play and Support Worker / Section Head
Responsible for:	n/a

Purpose of Post

1. To provide a service which engages, motivates, challenges and supports all children and young people in particular those with additional needs including those who have ASD, low social skills and/or confidence problems.
2. To provide activities for preschool and school aged children during both school term and holiday time which encourage social, emotional and physical development. In providing these services to give due consideration to the child's religious persuasion, racial origin, cultural and linguistic background.
3. To act as an appropriate role model and work closely with children and young people to enable them to address their difficulties and achieve their optimum potential.

Duties of Post

1. To work with children/young people on all FF(NE) Projects, engaging and supporting them with their personal development and access to social activities.
2. Ensure that children/young people are supervised at all times. Play activities are appropriate to the children's/young people's abilities and assist their physical, social, intellectual and language development.
3. Take part in the collection and drop off of children from school and to home which may include driving a mini-bus.
4. Help keep and maintain records and programmes, as appropriate, within the objectives of the schemes.
5. Participate in a wide range of activities, both internally and externally, to meet the individual needs and desires of the children/young people.
6. Ensure that the physical environment is clean, hygienic and secure.
7. To prepare food (this can only be undertaken by a qualified certificate holder)
8. Administer first aid or seek an appointed first aider to administer medicine or required treatment, as appropriate.

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9. Ensure security and proper maintenance of equipment and report repairs and faults to the Team Leader.
10. Ensure that the clinical needs and toileting requirements of our children/young people are met, which will include changing nappies and escorting children to the toilet.
11. Work within the policies and procedures laid down by Families First (North East), including a framework for equal opportunities.
12. To ensure that our clients are safe by assisting in all elements of safeguarding and Health and Safety of our children.
13. To ensure compliance with Ofsted and any other related legal framework in relation to children and young people.
14. Fully participate in internal case conferences of our children and young people.
15. To be flexible and undertake any other duties within similar FF(NE) projects as and when required.
16. Participate in regular supervisions and appraisals undertaken by the Team Leader.

NOTE:

This job description is an outline only and will be subject to periodic review and amendment to take account of changes within the Service, following discussion with the postholder.

This job description has been reviewed and agreed by:

On behalf of Families First (North East)

Signed

Date

Post Holder

Signed

Date