

Job Description			
Title CARE ASSISTANT Grade 2	School: Berry Hill Primary School	Profile Learning Support 7	
Job Purpose To assist pupils with their day-to-day care needs and to work alongside other professional staff to further pupils' independence skills.			
Key Responsibilities 1. Working as part of a team to enable pupil(s) to safely access the school day 2. Assisting pupils in implementing their own personal care programmes during the school day, specifically, this could be in relation to practical support for : • Identifying risks • Keeping themselves safe • Personal hygiene • Toileting and continence training • Eating and drinking 3. Providing practical assistance in relation to other identified physical needs e.g. transportation, dressing, meal times, organisation of learning equipment, encouragement to complete tasks 4. Keeping records related to personal care in conjunction with the appropriate teacher/other officer 5. Maintaining and cleaning personal care equipment and materials, clothing etc. Maintenance of toiletry supplies 6. Providing personal assistance to identified pupil/pupils in physical/practical activities e.g. physical education, cookery, school visits, therapeutic treatments organised by the school etc 7. Working in cooperation with other key workers involved in supporting the pupils' educational and health care needs under the guidance of the class teacher or other responsible officer			
General Responsibilities 8. Work within the framework of the school's agreed policies and procedures 9. Participate in staff meetings, in-service training and courses when applicable 10. Any other duties which may reasonably be regarded as within the nature of the duties and responsibilities/grade of the post as defined, subject to the proviso that normally any changes of a permanent nature shall be incorporated into the job description in specific terms, following consultation with the Recognised Trade Unions			

11. To promote and safeguard the welfare of children and young persons for whom you are responsible and with whom you come into contact with during the course of your duties and responsibilities. Your conduct must at all times be in accordance with the school's policies and procedures
12. To report any causes for concern relating to the welfare and safety of children to the designated person, and the head teacher, or if unavailable the designated safeguarding governor or a member of the senior leadership team
13. To attend safeguarding training as required by the school and maintain your knowledge and understanding of your responsibility for safeguarding children in this school

<i>Person Specification</i>	
<i>Education and Knowledge</i> Knowledge of procedures to provide care and support to children and young people; Ability to record any observations etc as required.	<i>Personal skills and general competencies</i> A good basic grasp of English and Maths Ability to communicate effectively Understanding of how to build positive relationships
<i>Experience</i>	