



## Farney Close School

### Person Specification for the post of: Head of Care

	<b>Essential</b>	<b>Desirable</b>
<b>Experience:</b>	<ul style="list-style-type: none"> <li>• Minimum of 3 years' experience in a SEMH residential child care setting at a senior level</li> <li>• Knowledge and experience of the National Minimum Care Standards for Residential Special Schools.</li> <li>• Minimum of 3 years experience in supervising and managing staff</li> <li>• Experience of undertaking administrative tasks such as report writing, Care Planning etc.</li> </ul>	<ul style="list-style-type: none"> <li>• Experience of leading supervision, appraisal and induction</li> <li>• Experience at senior level in an outstanding / good Residential School</li> </ul>
<b>Education / Training / Qualifications:</b>	<ul style="list-style-type: none"> <li>• Level 4 , Professional qualification 'Working with Children and Young People' (or equivalent)</li> <li>• A willingness and desire to pursue further training.</li> <li>• Current Safeguarding and/or Safe Recruitment Certificate</li> </ul>	<ul style="list-style-type: none"> <li>• Diploma / Degree RMA, Dip SW, CQSW, CSS, Health &amp; Social Care</li> <li>• Management Qualification.</li> </ul>
<b>Specialist Knowledge:</b>	<ul style="list-style-type: none"> <li>• Knowledge of children's needs and rights, and how they can be best met in a residential setting.</li> <li>• Proven experience of good child care practice</li> <li>• Knowledge of child development age appropriate behaviour, and the flexibility to respond to needs.</li> <li>• A knowledge of current child care law, specifically relating to children in care.</li> <li>• Experience of working with young people 9-18</li> </ul>	<ul style="list-style-type: none"> <li>• An awareness of policy and regulations relating to child care</li> <li>• An awareness of the principles of good child care planning</li> <li>• Advanced computer skills, with particular reference to use of word and excel.</li> </ul>

	<ul style="list-style-type: none"> <li>• Thorough knowledge of Care Standards Act 2000 and National Minimum Standards.</li> <li>• Knowledge of KCSIE (Sept 18)</li> <li>• Thorough knowledge of safeguarding procedures and practice</li> <li>• Computer literacy</li> <li>• Knowledge and experience of positive handling</li> </ul>	
<b>Skills / Dispositions:</b>	<ul style="list-style-type: none"> <li>• Understanding of, and commitment to professional supervision of Staff</li> <li>• Good verbal and written communication skills.</li> <li>• An ability to prioritise and make decisions under pressure</li> <li>• Knowledge of recruitment, induction and training</li> <li>• Willingness to undertake sleep in duties and work anti-social hours.</li> <li>• A commitment and flexibility to work to a rota</li> <li>• An ability to compromise and work and react calmly.</li> <li>• An ability to listen and respond effectively to different situations.</li> <li>• An ability to develop positive relationships within the work setting</li> <li>• An ability to contribute effectively to achieve consistency and quality in all tasks.</li> <li>• An ability to carry out assessments on new pupil referrals and liaise with external agencies</li> </ul>	<ul style="list-style-type: none"> <li>• An understanding of different management styles and the ability to apply them appropriately.</li> <li>• Experience of leading performance management including disciplinary and grievance procedures.</li> </ul>
<b>Working Arrangements / Physical Requirements:</b>	<ul style="list-style-type: none"> <li>• Driving licence and ability to drive with young passengers.</li> <li>• Due to pressure of the job, good health is required</li> </ul>	<ul style="list-style-type: none"> <li>• Sense of humour</li> </ul>