

**JOB DESCRIPTION**

**Job Title:** Children and young people’s Sessional Worker

**Rate per hour:** £9.18 per hour, rising to £11.59 per hour for a Session Co-ordinator

**Responsible to:** Session Co-ordinator and on to Children’s Services Manager

**Main purpose of the job**

To provide a safe, stimulating and enjoyable play environment for children and young people with learning disabilities.

**Duties**

# Working with children

* To provide 1:1 support for children/young people where necessary
* To support every aspect of the children/young people needs including behaviour.
* To provide a warm and friendly environment, that will meet the overall developmental needs of the children and young people.
* To provide and carry out personal care needs for children/young people while respecting their rights and dignity at all times.
* To encourage positive self-esteem for all children/young people and ensuring equal opportunities are effectively implemented at all times.
* To encourage children to participate in group activities to develop social skills.
* To support children/young people to offsite community visits/activities
* To ensure knowledge of each child/young person by reading their personal profile prior to working with child/young person.
* To be aware of parent/carers needs and communicate appropriately.

# Resources

* To provide children/young people with planned activities as directed by the session co-ordinator.
* To ensure that children/young people access the resources safely.
* To ensure that all resources are returned to the appropriate storage area at the end of each session.
* To encourage children/young people to use various resources and experience a range of activities and play opportunities.

**Polices and Regulations**

* To ensure a familiarisation with all policies and regulations including safeguarding children, fire, equal opportunities and health and safety.
* To attend mandatory training and staff meetings/supervision when required.
* To work in accordance to Ofsted requirements.
* To undertake other duties and responsibilities appropriate to the post that may reasonably be required from time to time.

**Confidentiality**

To maintain confidentiality at all times. The delivery of our children’s services involves entrusting staff with confidential information about children/ young people with disabilities, their families. Any breach of confidentiality will constitute gross misconduct.

*Sutton Mencap is committed to safeguarding and promoting the welfare of children and young people. Our recruitment procedures are designed to ensure all employees and volunteers share in this commitment*