



Job Description

Organisation:	Oak Nest Children's Homes
Post Held:	Senior Residential Support Worker
Job Type:	Full-time
Salary:	£29,000- £ 34,000 Per annum
Hours:	40 hours per week – Year-round, including bank holidays, with early, late, and weekend shifts, sleep - in shifts paid additionally
Reports To:	Registered Home Manager

Purpose of the Role:

To warmly welcome all children and young people to Oak Nest Children's Homes and connect with them through kindness and understanding. As a part of a caregiving team, the Senior residential support worker will support the Deputy Home Manager and Registered Home Manager in coordinating and overseeing a staff team within one of the Children's Homes. Their responsibilities will include assisting in the planning and managing of the children and young people's care and advocating for their needs in every aspect of their lives. This includes emotional, health, and social growth while providing administrative support to the team.

Guided by our mission, "*Helping children flourish with the protection and embrace of our nest,*" Oak Nest Children's Homes offers a personalised, caring, and supportive environment for children and young people aged 8–17 who are diagnosed with social, emotional, and mental health (SEMH) needs and learning disabilities. We see each young person as an individual, tailoring their care and support to foster growth and development in every aspect of their lives. Our goal is to ensure they not only lead fulfilling lives while in our care but also thrive when they leave our home.

Key Responsibilities:

- Fostering an environment that reflects the values of *Uniqueness, Belonging, and Growth*. This involves serving as a positive role model for children and young people by demonstrating attentiveness and responsiveness in all interactions while intentionally embodying Oak Nest's vision, values, and organisational principles.
- **Building Positive Relationships (Reg. 5)**
Foster positive relationships by communicating politely and compassionately with the children, parents where applicable, carers, and external professionals.



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You could act as the first point of contact and ensure weekly updates to the team around the young person regarding their progress.

- **Leadership and management standard (Reg. 13)**
Work amicably with colleagues and other professionals to ensure consistent care and support for children and young people at home and, where required, with class teachers/ or young people's school where appropriate.
- **Quality and Purpose of care standard (Reg. 6)**
Consistently strive to enhance the personal environment, sense of companionship, and community within the home for every child and young person.
- **Health, Wellbeing, and Safety (Reg. 10)**
Prioritise the health, well-being, and safety of children and young people at all times, including supporting them with personal care if needed, medical appointments, etc.
- **Facilitating Communication and Contact (Reg. 22)**
Support young people in maintaining effective communication with parents/carers through various methods, such as telephone, email, or video calls. Maintain communications logs and act as an escort and companion for visits to parents/carers where applicable.
- **Schedule 3 (Regulation 36) of the Children's Homes (England) Regulations 2015**
Assist in defining, organising, implementing, and updating personal support plans, Care plans, Activity plans and Education Health care plans, ensuring they are current and meet the needs of each young person.
- **Daily Contribution and Dynamic Risk Assessment (Reg. 6)**
Reflect and adapt to how each young person can contribute positively to daily household routines and activity plans, ensuring their safety and meaningful engagement through dynamic risk assessment.
- **Record Keeping**
Ensuring that records related to the children and young people are:
 - Written with kindness and compassion.
 - Legible, especially if handwritten.
 - Detailed, objective, clear, and free from stigmatising language.
 - Distinct in separating facts, opinions, and third-party information.
 - Supportive and beneficial to the individual child or young person.
 - Stored securely and shared appropriately, in line with confidentiality policies.
- **(The children's views, wishes, and feelings standard Reg. 7)**
Conduct weekly keyworker sessions with the child or young person, ensuring they remain at the heart of your work. Advocate for the young people's current and future goals and aspirations during team meetings, Looked After Child meetings, reviews, and any other required meetings.
- **Operational Responsibilities**
 - Perform sleeping-in duties when required.



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In the absence of the Deputy home manager, the Senior residential support worker will:

- Act as shift leader for the staff team, supervising their day-to-day duties.
- Provide guidance and support to staff, promoting best practices.
- Assist in de-escalating and managing challenging situations involving young people or staff.
- Manage administrative tasks associated with the home, ensuring high standards in all documentation.
- Work together effectively and reflectively with colleagues.
- Promote Adherence to all policies and procedures to meet and work towards exceeding the Quality Standards outlined in the Children's Homes Regulations (Regs. 4–14, 2015).
- **Professional Development (Reg. 33)**
 - Complete all the mandatory induction and training sessions and successfully pass the probationary period within the first six months of employment.
 - Engage in continuous professional development, including reflective practices and supervision.
- **Qualifications – Fitness of Worker (Reg. 32)**

Hold a Level 3 Diploma in Residential Childcare or is committed to completing this within two years of employment or to hold an equivalent qualification.
- **Safeguarding (Reg. 12)**

Be fully aware of and understand responsibilities under the Children Act 2004 and statutory guidance (*Working Together 2015*). Apply safeguarding principles for both children and young people in the role.
- **Reporting Concerns**

Promptly report using the appropriate medium or to safeguarding leads- Registered home manager or deputy of any safeguarding or child protection concerns, including issues related to a colleague's practice.
- **Additional Duties**

Undertake any other duties as directed by your Line Manager or registered home manager commensurate with the role.

This job description may be updated at any time following discussions with the employee.



Person Specification

Qualifications and Experience

Minimum of 1 year experience working with children or individuals with learning difficulties and social, emotional, and mental health (SEMH) needs or with other children or individuals in a residential setting. Qualified at Level 3 Diploma in Residential Childcare or equivalent.

Knowledge

An understanding of the needs of children and young people diagnosed with social, emotional, and mental health (SEMH) needs and learning disabilities.

Abilities and Skills

Supporting Young People:

1. Respond calmly and empathetically to the needs of children and young people with Learning Difficulties and SEMH, including when they express themselves through challenging behaviour.
2. Advocate for young people by contributing to their care and support plans, ensuring their voices, feelings, and wishes are represented clearly.

Planning and Activities:

3. Organise and deliver individual and group activity plans to promote self-confidence, independence, and community connections.
4. Participate in daily routines, including personal care – if needed, and household tasks, contributing to a positive community environment.

Team Leadership and Collaboration:

5. Deputise for the Deputy Home Manager by leading shifts and supervising staff.
6. Act as a mentor to staff, sharing best practices and promoting teamwork.
7. Communicate effectively with multi-disciplinary teams and parents where applicable, placing authorities and other stakeholders.

Administrative and Policy Implementation:

8. Support administrative tasks, manage activity funds, and ensure high standards in documentation.

9. Interpret and apply policies effectively to ensure compliance with regulatory frameworks (e.g., Ofsted, Children's Homes Regulations).



10. Customise policies to meet the specific needs of the children and the organisation.
11. Monitor and evaluate the effectiveness of policies and suggest improvements.

Well-being and Resilience:

12. Accompany young people to preferred planned risk-assessed leisure activities such as ball games, horse-riding, visits to the cinema, shopping, etc, promoting engagement and a sense of belonging.
13. Demonstrate self-awareness, emotional resilience, and strategies to manage workplace stress.

Commitment to Inclusion:

14. Promote inclusion and equality of opportunity in all aspects of care and support to young people and colleagues.

Desirable

A Valid full UK driving licence.

Candidates will be shortlisted based on these stated criteria. Please provide supporting statements corresponding to each numbered requirement.