**Educarer**

Pay grade: C1

Pay scale level: 12 - 17

Hours: Full Time Term Time only (38 weeks per year)

Hours of work: 5 days per week 8:45-3:45

Responsible to: NHS Nursing Team/ Senior LSA Co-Ordinator/ Head Teacher

Welcome to our school,

Broomfield SILC is a generic special school for pupils aged 2 to 19 years with 4 sites: our main site and 3 partnership sites at Windmill Primary, Rodillian Secondary and our new Post-16 partnership site at the White Rose Business Park called Future Steps. The SILC is based in the South of Leeds and caters for a wide range of needs from moderate learning difficulties; severe learning difficulties; complex and multiple learning needs; Autism and social and emotional and mental health needs. Some students have additional needs – physical; medical; speech and language; visual, hearing or sensory impairment.   We are a very popular choice for parents and carers and currently have 228 pupils on roll with this rising in September.

Broomfield secured a ‘Good’ Ofsted in March 2023 where inspectors commented that leaders have ‘**high ambitions**’ and ‘**high aspirations for all pupils**’ and that ‘**staff are proud to work in our school**’. I am very proud of our school community where staff are committed to supporting young people to fulfil their potential and prepare them fully for their future, particularly focusing on communication, independence, and emotional regulation.

We are looking for an Educarer who has the commitment, passion and resilience to make a difference to young peoples’ lives. You will provide medical support that allows pupils to access education on our Future Steps Post-16 site at the White Rose Business Park.

Previous experience of working in a school is not essential but we are seeking candidates with transferrable skills who want to invest in our pupils and support our on site NHS Nursing Team by managing and administering daily medical interventions.

In return you will be provided with comprehensive Continuous Professional Development and will be supported by a professional, knowledgeable and friendly staff team who will ensure you are fully equipped to meet the needs of our diverse learners.

The successful candidate will have the following qualities:

* Ability to relate well to children and young people
* Excellent team player
* Resilience
* Ability to use initiative
* Problem solving skills
* Excellent communication skills
* Positive attitude
* Good Maths and English skills
* Good IT skills including use of e-mails and effectively keep medical records
* Willingness to learn, reflect and share effective practice with others

 In return we can offer:

* Working with the most inspirational pupils who are respectful, creative and resilient
* The support of a professional, knowledgeable and inclusive staff and the NHS Inclusion Nursing Team
* A comprehensive CPD programme with potential for career development
* An opportunity to be an integral part of a young person’s journey and a real sense of achievement
* A workplace that listens to all staff and values their skillset and contribution

Kathryn Bryan

Headteacher

We promote diversity and want a workforce which reflects the population of Leeds. Applications are welcome from all, irrespective of sex, sexuality, race, religion, marital status, age, or disability.

**Safeguarding Recruitment Statement**

**The school is committed to safeguarding and promoting the welfare of children and expect all staff and volunteers to share this commitment. Appointments will be subject to an enhanced DBS disclosure.**

**Access:** The Broomfield main site and our partnership sites have disabled access facilities, including a lift.

For further details and recruitment pack please contact Broomfield South SILC by email broomfield@broomfieldschool.org.uk visit our website; [www.broomfieldschool.org.uk](http://www.broomfieldschool.org.uk)

or by telephoning on 0113 277 1603

*Please note that Broomfield South SILC operates No Smoking or vaping policy*

**Role:**

To assist in the implementation of medical intervention systems responsible to: The Head Teacher, NHS Nursing Team, SLT

# To work under the instruction of the Inclusion nursing team, teaching/senior staff, to support access to learning for pupils. To provide general support to pupils to meet their personal needs both on and offsite.

**Main Duties:**

* To support pupils with medical needs by administering daily medical interventions with support from the NHS inclusion nursing team on site.
* To provide emergency medical support to pupils as required.
* To gain detailed medical knowledge and specialist skills to support pupils’ medical needs, through robust training by the inclusion nursing team to ensure safe clinical practice.
* To undertake regular training and supervision, specific to the medical interventions being undertaken.
* To support the NHS inclusion nursing team to identify and monitor the medical needs of pupils as required.
* To follow individual health care plans and interventions, in liaison with NHS inclusion nursing support.
* Monitor pupil responses to interventions and liaise with specialist support if necessary.
* To assist in managing medications, ensuring safe storage, expiry dates etc. and keeping appropriate logs.
* To work within an agreed system of supervision from the NHS.
* To communication with parents to share information related to the child’s health and gather relevant health information as required and agreed with NHS inclusion nursing team.
* To liaise with the class teacher to:
	+ Develop a system whereby medical interventions have minimum impact on learning;
	+ Ensure the teacher is made aware of any particular health issues.
* To keep up to date with developments in medications, treatments etc.
* To provide medical support to out of school learning activities within guidelines established by the school.
* In conjunction with NHS staff to liaise with parents re interventions for their children, as required.
* Ensure all medical information is treated as confidential and GDPR protocols are adhered to.
* To complete paper records and use ICT where appropriate to keep records.
* To encourage pupils to interact and work co-operatively with others and ensure that during medical interventions pupils can still engage in activities.
* To establish good relationships with pupils, acting as a role model, setting high expectations and being aware of and responding appropriately to individual needs.
* To adhere to individual pupils’ safe systems of work when moving and handling of pupils is required. Maintaining personal safety by ensuring moving and handling protocols are followed.
* To support pupils consistently in their learning as directed by the teacher when not delivering medical interventions whilst recognising and responding to their individual needs.
* To attend to the pupils’ personal needs, and implement related personal programmes, including social, health, physical, hygiene, first aid and welfare matters.
* To supervise pupils ensuring their safety and access to learning.
* To promote the inclusion and acceptance of all pupils.
* To be aware of and support difference and ensure all pupils have equal access opportunities.
* To comply with policies and procedures relating to health, safety and security, confidentiality and data protection, reporting concerns to an appropriate person.
* To work within an established restorative positive behaviour policy.
* To contribute to the overall ethos/work/aims of the school.
* In addition, this job description should be read in conjunction to the level 2 (C1 learning support assistant) as when no medical interventions are necessary the role will revert back to this within class.

**Any Special Conditions of Service:**

There is a requirement to submit to an enhanced Criminal Records Bureau background check. Term time working. There may be a need to occasionally work outside of school hours and off school premises, as required by the school. No smoking policy.

This job description is subject to change at any time, with prior discussion with the employee, in line with the requirements of the school.

I acknowledge that I have seen and received a copy of the above job description

Name:

Signed: Dated: