**JOB DESCRIPTION**

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| **Job Title:** | Care Assistant | **Grade:** | Grade 1 |
| **Location:** | Wilson Stuart School |  |  |

# 1.0 JOB PURPOSE:

**1.1**

To assist in the personal care and management of our pupils.

# DUTIES AND RESPONSIBILITIES:

**2.0**

* 1. Work as part of a team assisting in the personal care and management of students with physical disabilities and/or medical conditions.
	2. Liaise with professional staff in the care management of individual students
	3. Work with parents at a practical level in the management of toileting and in the use of equipment in the home.
	4. Participate in residential experiences.
	5. Participate in weekend activities.
	6. Attend to the physical and personal hygiene needs including:
		+ Toileting incontinent pupils and training them in the use of specialist equipment.
		+ Bathing and cleansing.
		+ Dressing and undressing.
		+ Feeding, where necessary and being aware of special techniques, which may be used.
		+ Moving and handling pupils.
		+ Assisting in the swimming pool.
	7. Provide simple repairs and maintenance for bathroom equipment.
	8. Undertake minor tasks related to maintaining and enhancing the school environment.
	9. Take a full and active part in the life of the school.
	10. Undertake other duties as may be commensurate with the grade and nature of the post.

# SUPERVISION RECEIVED:

* 1. **Supervising Officer’s Job Title:** Department Heads / Whole school Care Officer

# Level of Supervision:

* + 1. Regularly supervised with work checked by supervisor
		2. ~~Left to work within established guidelines subject to scrutiny by supervisor~~ ~~3. Plan own work to ensure the meeting of defined objectives~~
	1. **SUPERVISION GIVEN**: (excludes those who are **indirectly** supervised i.e. through others)

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| --- | --- | --- | --- |
| Post Title | Grade | No of Posts | Level of supervision (as in 3.2 above) |
| None |  |  |  |

* + - Use 1, 2 or 3 as in 3.2

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| **5.0** | **SPECIAL CONDITIONS:** |
|  | **5.1** | See The Education (Specified Work) (England) Regulations 2012 |
|  | **OBSERVANCE OF THE ACADEMY’S EQUAL OPPORTUNITIES POLICY WILL BE REQUIRED** |

Job description issued:

on behalf of Executive Head