



Care Specialist Support Assistant

Job Description

Hours: 31.25 hrs per week, term time only (working hours 8.30 a.m. – 3.15 p.m.)

Job Purpose: A whole school role to support pupils with personal care needs, including toileting, eating, and feeding across the school. Support classes at snack, lunch, and break-time.

Main Responsibilities:

Under the direction and advice of SLT/Pupil Support Hub, undertake a range of duties including:

Support for pupils

- To support pupils with personal care including, toileting, showering, brushing teeth and other self-care tasks as required, across the school.
- Support pupils with eating and feeding.
- Support classes at snack, lunch, and playtime.
- Administer gastrostomy feeds and naso-gastric feeds where necessary following appropriate training.
- Administer medication via these routes where applicable.
- Collect and take children to and from transport as required
- Have respect for children's personal dignity and help to develop independence skills e.g. dressing and toileting.
- Be aware of medical, physical, and personal care needs. Take care of children when vomiting, dribbling and toileting and administer basic First Aid with regard to the appropriate procedures.
- Prepare resources for supporting pupil independence, i.e schedules

Support for teacher

- Support the management of behaviour following school policy under the direction of the class teacher and promote the social, cultural, emotional, and moral development of pupils in line within school policy.
- Support the whole school ethos of PACE and apply best practice when working with pupils with a range of needs

Support for the curriculum

- Support pupils' Physical Development and "PSHE in the moment" provision

Support for the school

- Maintain health and safety standards and a high level of hygiene. Prepare the class for children ensuring arrangements for laundry/hygiene. Ensure the room is tidied after activities and check equipment for safety.



Additional duties/responsibilities

- Undertake training as required by the school, and follow guidance.
- Have a knowledge of and comply with school policies and procedures.
- Undertake playground and other duties as required.
- Adhere to the School's Health and Safety requirements.

N.B.

Any of the above may be directed to take place off site.

Signed **Date**