



Executive Head Mr Simon Harris
Perry Common Road, Erdington, Birmingham, B23 7AT

JOB DESCRIPTION

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

- 2.1 Work as part of a team assisting in the personal care and management of students with physical disabilities and/or medical conditions.
- 2.2 Liaise with professional staff in the care management of individual students
- 2.3 Work with parents at a practical level in the management of toileting and in the use of equipment in the home.
- 2.4 Participate in residential experiences.
- 2.5 Participate in weekend activities.
- 2.6 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.
- 2.7 Provide simple repairs and maintenance for bathroom equipment.
- 2.8 Undertake minor tasks related to maintaining and enhancing the school environment.
- 2.9 Take a full and active part in the life of the school.
- 2.10 Undertake other duties as may be commensurate with the grade and nature of the post.

3.0 SUPERVISION RECEIVED:

3.1 Supervising Officer's Job Title: Department Heads / Whole school Care Officer

3.2 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~~

4.0 SUPERVISION GIVEN: (excludes those who are **indirectly** supervised i.e. through others)

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