|  |  |
| --- | --- |
| **Education Support practitioner** **SALARY GRADE: hbc6** | Halton Borough Council resourcing@halton.gov.uk |
| Working at Halton |
| All our colleagues at Halton have made a positive commitment to delivering great outcomes for our communities. Whoever joins us will share that passion for outstanding service, and strongly align with the values which define our workplace culture: * Working Together – building fantastic relationships with colleagues and customers
* Continuous Improvement – Keeping great service delivery at the heart of everything we do
* Personal Growth – Learning, growing and developing ourselves
* Accountability – doing what we say we are going to do
* Inspiring Leadership – positive roles models and leading by example

*To read more about our values, click* [*HERE*](https://haltoncouncilcareers.co.uk/values/)**We are immensely proud that when asked what’s great about working for Halton, the most popular response from our workforce has been ‘*our colleagues’*.**Aside from working with a great team, our employees have access to a fantastic range of benefits, including:* A generous annual holiday allowance starting at 34 days per year (including bank holidays), increasing with long service
* Membership of our defined benefit, salary-linked pension scheme with generous Employer Contributions
* 3 x Salary Life Cover via Local Government Pension Scheme
* Investment in your personal development
* Free Car Parking at HBC sites
* Flexible / hybrid working arrangements available
* Car leasing schemes
* Essential Monthly Car User Allowance

*For further information about all the benefits we offer, please click* [*HERE*](https://haltoncouncilcareers.co.uk/benefits/)*.* |
| About the Job  |
| Our Team work closely with partners, young people and their families to create, implement and review support plans which meet their assessed needs. Acting as Educational Support Professionals, where appropriate, colleagues determine what additional needs families may have and prevent these needs from escalating wherever possible. More specific responsibilities include:* Identifying the needs of the children and families to devise, monitor and review individual support plans to the standards identified in the service specification and make recommendations for improvement
* Communicate with other agencies, parents and professionals to ensure resources are identified and mobilised for the young people and their families, including supporting attendance at schools.
* Maintain accurate records for the preparation of necessary reports and participate in the corporate administration within the Team/Centre and in the community, reporting to the Virtual School Headteacher where necessary.
* Offer advice and support to other staff and contribute to the development of equal opportunities practices within the Team around educational neglect.
* To work collaboratively across schools ensuring that as far as possible all children are receiving appropriate support to achieve maximum attendance
* Be aware of and comply with the statutory requirements, group policies, safeguarding and Early Years developments
* Be aware of relevant services available and signpost families to relevant agencies where necessary
* Undertake other duties and responsibilities which are commensurate with the grade of the job
 |
| About You |
| It is essential that you have an NVQ L2 or above, or relevant experience of working with children, young people and families, as well as a minimum of 3 GCSE or equivalent at grade C or above. This must include maths and English or you must be able to demonstrate the appropriate level of skills or experience.In addition you will have:* Experience of working with children and families in a social care or educational setting
* Experience of working with colleagues within the social care, health, education and voluntary sector
* Working knowledge of child adolescent development and services for disabled children and their families
* Knowledge of government legislation, guidance and procedures including early help and safeguarding
* Effective communication skills, both written and verbal and good assessment skills
* Good understanding of accountability and able to work corporately with and awareness of the importance of multi disciplinary working and integrated approach to service delivery
* Able to contribute effectively to care planning
* Experience of using Information Technology
* Able to work flexible hours including evening and weekends, where necessary
* Sensitivity, diplomacy and resilience with a commitment to your own professional development

As this role involves regular travel across the borough and sometimes further afield, a driving license and access to a vehicle are essential requirements. Where appropriate, reasonable adjustments will be made in accordance with the provisions of the Equality Act.The Council and its schools are committed to safeguarding and promoting the welfare of children, young people and adults and expect all staff, workers and volunteers to share its commitment. |
|  |
|  |  |
|  |  |
|  |