

**HERNE BAY JUNIOR SCHOOL**

**JOB DESCRIPTION**

**NAME**

**TITLE OF POST**  Family Support Practitioner

**ACCOUNTABLE TO** Director of Mental Health & Wellbeing/DHT/HT

**SALARY** Kent Range 7

**Purpose of the job:**

The post-holder will engage with parents/carers and families to provide early intervention, support and guidance to increase engagement with the school.

To work in partnership with parents/carers and children by providing practical, hands on support, information, advice and guidance covering a range of issues such as children’s social and emotional development, learning, school attendance, behaviour management and parenting strategies to improve wellbeing and learning outcomes for pupils.

Main duties and responsibilities:

1. Establish and foster excellent relationships with parents/carers of children at the school and encourage good home/school communication.
2. Liaise with teachers and encourage effective dialogue between parents/carers and teachers regarding their child’s progress.
3. Provide advice and guidance to parents/carers to reinforce their self-esteem and ability to provide good parenting
4. Share information on practical childcare and parenting skills,including meeting the emotional needs of children, consistent boundaries and good attendance.
5. To develop and monitor action plans and undertake individual case work with families to support them in addressing issues which might be impacting on their child’s mental health and wellbeing, learning or attendance at school.
6. Encourage and support parental involvement in the school and its activities and deliver a range of family related activities to promote parental involvement in the school – including liaising with other professionals to plan and develop family related activities.
7. To signpost families to sources of advice and undertake referrals to other agencies as appropriate
8. To develop and promote partnerships with other agencies to ensure pupils and families are able to access appropriate support.
9. To ensure that children and families are fully involved in planning and decision making (where appropriate) and supported to represent their views.
10. To have a good understanding of risk and be able to respond appropriately to incidents relating to child protection and safeguarding and maintain client confidentiality and information sharing protocols.
11. To maintain safeguarding records and other reports to ensure that informed decisions are made regarding the child’s welfare.
12. To undertake responsibility for safeguarding in the role of Deputy Designated Safeguarding Lead.
13. Comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to the appropriate person.

Signed: ………………………………………… Date: ………………………………

Signed: ………………………………………… Headteacher

**Person Specification: Family Support Practitioner**

The following outlines the criteria for this post.

Applicants should describe in their application how they meet these criteria.

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|  | **CRITERIA** |
| **QUALIFICATIONS** | Level 3 diploma (or equivalent) in childcare, Health, Social care, Youth Justice, Education, Youth Work or a relevant field with experience in a relevant role or evidence of relevant experience |
| **EXPERIENCE** | Experience of working with children and families in the public, private or voluntary sector |
| **SKILLS AND ABILITIES** | Ability to build rapport and relationships with children, young people and their families  Ability to deal with difficult/sensitive situations  Ability to work effectively as part of a team  Ability to coordinate a multi-agency group to provide an effective service to children, young people and their families  Ability to appropriately handle confidential information  Organisational abilities and accurate record keeping |
| **KNOWLEDGE** | Understanding of child and adolescent development  Awareness of Attachment and the impact of trauma  Knowledge of parenting skills |