

MERTON MENCAP

Support Worker: Saturday Club (Perseid School)

Job Description

Title:	Support Worker: Saturday Club (Perseid School)
Responsible to:	The Team Leader or, in their absence, the Deputy Team Leader
Hours:	9.30am – 4.30pm (7hrs) on Saturdays (term time only). Offered weekly or fortnightly. Additional hours required for training, supervision, meetings and visiting, by agreement
Salary:	£11.05 per hour
Place of Work:	Based at Perseid School, Morden (venue may alter)

Job Purpose

To support the safe delivery of activities at the Saturday Club (Perseid) for children with learning disabilities/autism

Responsibilities/activities/duties

- Support children with learning disabilities/autism to participate in play activities on-site and in the community in line with risk assessments
- Provide care to children with learning disabilities/autism in line with their care plan
- Assist in the setting up and clearing away of equipment and materials during activities
- Undertake training relating to working with children with learning disabilities/autism and their families, in particular training on safeguarding and health and safety
- Communicate outside normal hours, as necessary
- Take part in project meetings to plan or review services, as necessary
- Complete any relevant paperwork
- Work within Merton Mencap's standards, policies and procedures and code of conduct, in particular policies and procedures which relate to safeguarding children and vulnerable adults, health and safety practice, equal opportunities and confidentiality
- Be familiar with and act in accordance with the procedures for health and safety regulations at any premises where project activities take place, particularly fire evacuation procedures
- To undertake any other duties consistent with the post

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Person Specification

Essential

- Awareness of and commitment to safeguarding and keeping children and vulnerable adults safe
- Commitment to excellent health and safety practice
- Commitment to equal opportunities
- Experience, knowledge and understanding of the needs of children with learning disabilities/autism
- Ability to communicate appropriately with children learning disabilities/autism and parents
- Ability to work flexibly over a wide range of activities
- Good communication skills
- Flexible and adaptable approach
- Enthusiastic and self-motivated

Desirable

- Training in safeguarding, health & safety, manual handling, equal opportunities & confidentiality
- First aid certificate
- Experience in a similar service provision