**Lancashire County Council**

**Role Profile – Operational Context Form**

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| **Post Title:** Senior Outreach /Family Support Worker | | | | | | | |
| **Directorate:** CYP | | | | **Location:** Duke Street Primary School | | | |
| **Establishment or Team:** | | | | Duke Street Primary School | | | |
| **Grade:** | Grade 7 | | **Staff Responsibility** | D.S.L.Back up | **Essential Car User:** | | No |
| **Purpose of the role (job statement)**  To take a lead responsibility for child protection and safeguarding across the school and to work with other senior staff on issues of attendance, developing and implementing policies and procedures to overcome obstacles to learning and improve participation in learning and school life. | | | | | | | |
| **Accountabilities/Responsibilities appropriate for this post:**  1) To be the Back Up Designated Leader for Safeguarding (DSL) within the school, to ensure the  school works within the Child Protection Policy and Procedures and to fulfil the requirements of the DSL role set out in annex B of “Working Together To Safeguard Children”.  2) To ensure confidentiality of information is preserved at all times, whether at or away from  work.  3) To carry out any requirements within the duties applicable to the General Data Protection  Regulation 2018 (GDPR).  4) As a member of the Leadership Team contribute to the development of policies relating to  safeguarding and pastoral issues and advise other colleagues accordingly.  5) Strategic leadership of attendance.  6) Supporting in promoting a whole school approach to the development and implementation of  policies and procedures to overcome obstacles to learning and improve participation in  learning and school life.  7) Contribute to updating the safeguarding policy when needed and assist in training staff on  safeguarding as required  8) Promote a whole school approach to attendance and devise strategies and action plans for  pupils whose attendance is falling.  9) Work with parents/carers to help address poor performance/attendance. Undertake home  visits to keep parents/carers informed and secure positive family Support.  10) Develop and maintain partnerships with external agencies/organisations to set up  resources/initiatives to help address barriers to learning.  11) Contribute to the development of activities to encourage family involvement in the school.  12) Liaise with teaching staff to assess and provide particular support to targeted pupils to raise  achievement and enable time to overcome barriers to learning (pastoral support) | | | | | | | |
| **Prepared by:** | | EPR Team | | | | **Date:** 06/10/2020 | |

**The above form** sets out the area of work in which duties will generally be focused, and gives an example of the type of duties that the postholder could be asked to carry out. **PLEASE NOTE** that this is for guidance only. Postholders are expected to be flexible and to operate in different areas of work/carry out different duties as required.

**Equal Opportunities**

We are committed to achieving equal opportunities in the way we deliver services to the community and in our employment arrangements. We expect all employees to understand and promote this policy in their work.

**Health and Safety**

All employees have a responsibility for their own health and safety and that of others when carrying out their duties and must co-operate with us to apply our general statement of health and safety policy.

**Safeguarding Commitment**

We are committed to protecting and promoting the welfare of children, young people and vulnerable adults.

**Customer Focus**

We put our customers’ needs and expectations at the heart of all that we do. We expect our employees to have a full understanding of those needs and expectations so that we can provide high quality, appropriate services at all times.

**Skills Pledge**

We are committed to developing the skills of our workforce. All employees will be supported to work towards a level 2 qualifications in Literacy and/or Numeracy if they do not have one already.