



The Thomas Aveling School
 (A Foundation Technology College and Training School)
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 Headteacher: Mr Paul Jackson BSc

Home School Support Worker – Person Specification

Essential	Desired
Qualifications: <ul style="list-style-type: none"> • The post will be subject to an enhanced Criminal Records Bureau check • Driving Licence 	<ul style="list-style-type: none"> • Educated to basic standard with a willingness to develop
Experience: You must be able to demonstrate some experience of the following: <ul style="list-style-type: none"> • 1 years working experience with Children and Families (typical posts could be Road Patrol Officer Learning Support Assistant, Parental Adviser/Supporter • An understanding of typical family pressures and needs 	<ul style="list-style-type: none"> • Coaching or mentoring • An understanding and/or experience of working with children with additional needs and their families
Skills: You must be able to demonstrate that you have: <ul style="list-style-type: none"> • Good communication skills, including the ability to listen and respond to the views of children and young people • Skills in mediation, negotiation and problem-solving • The ability to keep accurate records and write reports • IT skills, including working knowledge of common computer packages and systems • Ability to work as a member of a team • Willingness to work with other agencies 	<ul style="list-style-type: none"> • Ability to organise and co-ordinate activities for children and families
Knowledge: <ul style="list-style-type: none"> • Commitment towards families, combined with a professional approach • Flexibility and initiative 	<ul style="list-style-type: none"> • An understanding of the needs of children and young people • An understanding of the components of 'good enough' parenting and how to support families in achieving this • An understanding of child development • Ability to work in non-judgemental way • Confident and able to be assertive when necessary

ORGANISATION:

- An organisation chart is attached
- The post will be managed on a day to day basis by the Headteacher of The Thomas Aveling School. Professional and supervisory support will be provided by the appropriate Home-School Co-ordinator.
- The post-holder will be expected to use initiative when dealing with the child/family and to seek advice and support when this becomes necessary either from the Headteacher or Family Support Services.
- The post-holder will liaise on a regular basis with their Co-ordinator, the Headteacher, teachers and teaching assistants/helpers within the school for information on the child and family. Other contact will be necessary with statutory agencies and local voluntary and community organisations who may be able to offer additional support to the child.

Financial Accountabilities:

Will support in maintaining records – accountability retained by appropriate Co-ordinator.

Working Environment:

Will be based within The Thomas Aveling School, but may involve home visits and meetings with other agencies and organizations or community bases

Organisational Flow Chart:

