

Residential Child Care Officer

Department: Children, Young People and Families

Section: Children's Services – Children's Residential

Reports to: Registered Manager

JE Ref: CYP1275

Grade: WPMC **JE Date:** 13.08.2025

Job purpose

To be part of a team offering a comprehensive Residential, Community-based, Complex Needs, Respite & Secure Services, to children / young people & their families with a range of highly complex and behavioural needs. The aim being to ensure the physical, educational, social, emotional care and development of children & young people in these establishments. Contributing to, assessing, amending and monitoring the therapeutic care of the children & young people referred to us, through the promotion and stabilisation of their welfare needs.

To provide a wide range of short breaks for children / young people with additional needs, to include intellectual disabilities, autism spectrum conditions, physical disabilities, life limiting conditions and I or sensory impairments. To provide enjoyable experiences away from their primary carers, thereby contributing to their personal and social development and reducing social isolation. The aim being to ensure the physical, social, emotional care and development of children & young people in these establishments. Contributing to, assessing and monitoring to enable them to contribute to Community-based activities through promoting their welfare.

Job specific outcomes

Our primary purpose is to understand, respond and ensure the physical, emotional, intellectual, educational and social development needs of all children & young people in our care.

Assist in the provision of an attractive & stimulating environment relevant to the age and needs of the client group.

Works cooperatively as a member of a small team continually contributing to ensuring the effective running of the Unit.

Works closely with Grade 3's to plan monitor, implement and review care plans, targets, risk assessments and behaviour support plans/ levels of support alongside Social Workers and other professionals

To attend Looked After Children (LAC) Reviews, Multi-Disciplinary Team (MDT) meetings and Educational link meetings

To support and advocate for children / young people and family members when engaged in criminal activity resulting in mandatory attendance at PHO, Parish Hall or Court.

To support children / young people when under the influence of alcohol / drugs and keep them safe through regular observations and support

To actively monitor, support & address children/ young people presenting with high risk behaviours such as self-harming/ suicidal thoughts / depression

To support and educate children/ young people with unhealthy eating habits, i.e. bulimia/ anorexia

To work compassionately and establish normalised sleeping patterns for children / young people who suffer with sleeping disorders/ phobias

To monitor, safeguard, educate and ensure children / young people's use of the internet is not used inappropriately

To be responsible and accountable for the files being managed appropriately including filing, archiving and transferring between departments in the Service

Plan, co-ordinate and implement activities in-house and activities in the Community for children and young people with challenging, complex and specific needs.

Plan, prepare, educate and shop to provide healthy & nutritional meals for children and young people with challenging, complex and specific needs.

To support and educate children / young people with promoting appropriate & healthy sexual relationships/ presentation

To support children / young people through transitions to different Services. Liaising with parents, staff and other professionals in their new environment, passing on care plan information and needs of the child / young person to appropriate Departments

To support children / young people attending appointments including:- GP, CAMHS, Social Security, Dentist, Return to School meetings etc.

Outreach support - working alone with a child for long periods of time, going out in the community and attending events with client.

Unsociable hours, working evenings, weekends, including sleep-in duties & waking nights. Working for long periods of time in one go e.g. late shift, sleep in duty, early shift = 24 hours

Supporting children/young people in emergency situations in relation to, providing a safe, secure & stimulating environment which supports all aspects of the children & young people's needs & development:- physical, educational, emotional and social. Making decisions with regards to the client's education, medical and physical health and development.

Purchasing clothes, food, and equipment for the child / young person.

Change to Tube feeding- Gastrostomy care, securing Gastrostomy buttons, Gastrostomy feeding, cleaning feeding equipment

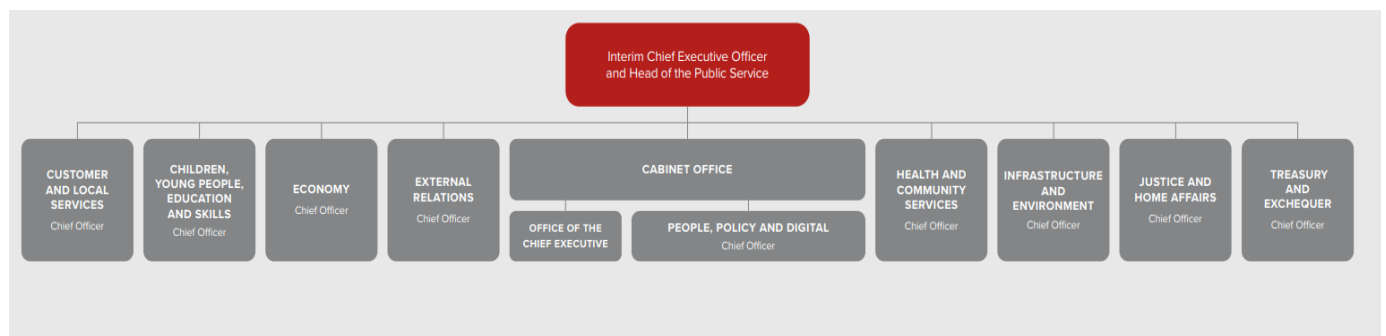
Support children / young people where there are co-morbid conditions such as anxiety, mental health

issues, epilepsy, ADHD, intellectual disability, Autism Spectrum Conditions and genetic health conditions.

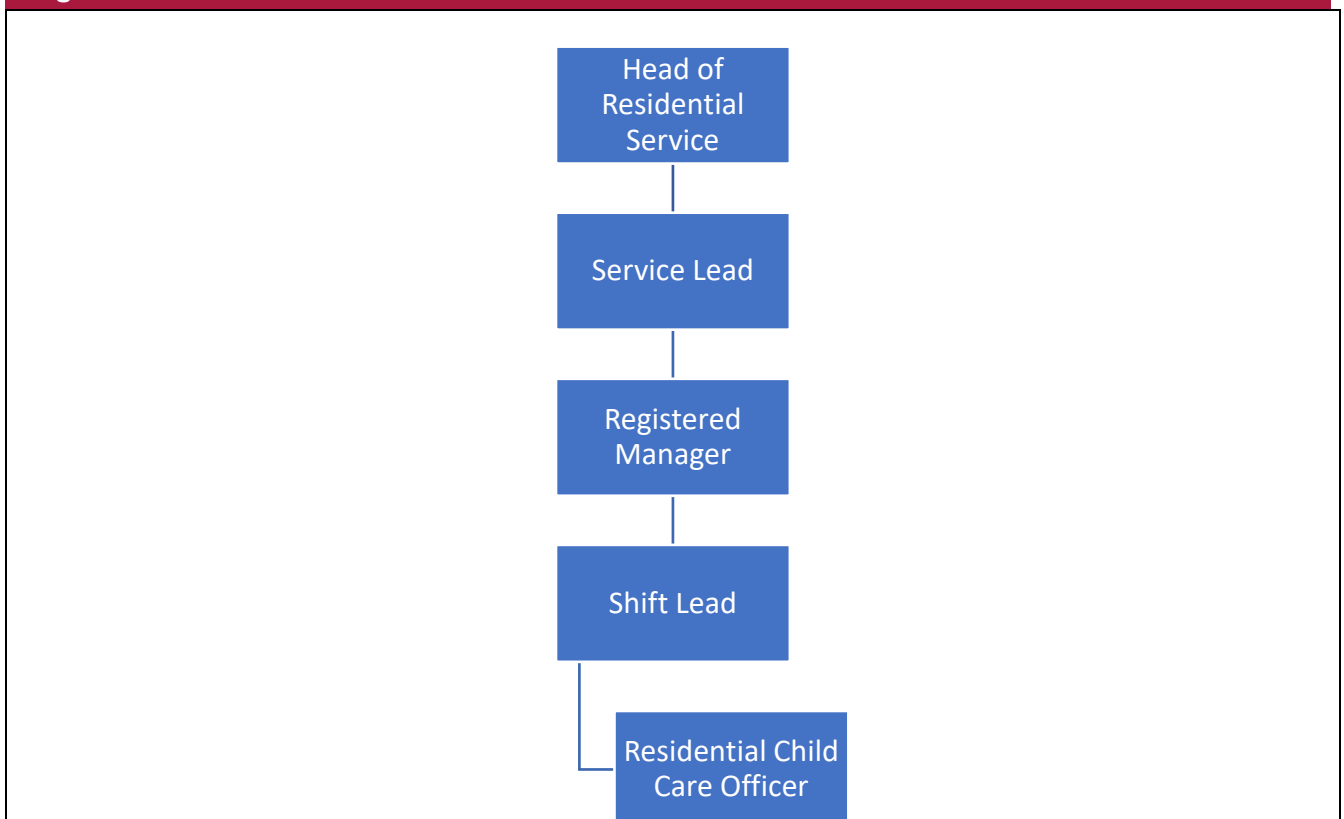
Statutory responsibilities

Active engagement, participation and compliance with any other statutory responsibilities applicable to the role, as amended from time to time.

Organisational structure



Organisation chart



Person Specification

Specific to the role

Describe the knowledge, skills, experience, and qualifications required to perform the job to a satisfactory standard.

It is important to convey what the job requires, rather than what an individual might have, as these may be different. For example, you may have a postgraduate level qualification, however, an A' Level standard qualification is the requirement for the job.

ATTRIBUTES	ESSENTIAL	DESIRABLE
Qualifications <i>Please state the level of education and professional qualifications and / or specific occupational training required.</i>	Possess NVQ Level 3 / QCF or show a willingness and ability to study towards attaining it	Cache Diploma Working with Children and Young people 0-16yrs L3 First Aid including resuscitation Fire Training Safe Handling Food Hygiene Infection control Medication training in house and part of Diploma.
Knowledge <i>This relates to the level and breadth of practical knowledge required to do the job (e.g. the understanding of a defined system, practice, method or procedure).</i>	Policies & Produces in Children's Residential Services	
Technical / Work-based Skills <i>This relates to the skills specific to the job, e.g. language fluency, vehicle license etc.</i>	Full driving licence IT knowledge & good keyboard skills Physical Restraint training	
General Skills/Attributes <i>This relates to more general characteristics required to do the job</i>	Good communication skills and a commitment to the concept of 'Best Practice'	

<i>effectively, e.g. effective written communication skills, ability to delegate, motivation or commitment etc.</i>	within a residential child care setting	
Experience <i>This is the proven record of experience and achievement in a field, profession or specialism. This could include a minimum period of experience in a defined area of work if required by an external body (for example a period of post-qualification experience).</i>	Experience in Residential Care of children & young people	

Personal Attributes

Appointees to this role will be required to adhere to and perform their duties in line with the standards identified in the States of Jersey tier 6 core accountabilities attributes and behaviour indicators.