**INFORMATION PACK**

**NORTHERN SAINTS Church of england (VA) Primary School**

**Family worker**

**Salary: PENDING REVIEW SO1/2 £25,440 - £29,558**

**About Northern Saints**

**Northern Saints** is known as a school of innovation, high standards and excellence. Progress that falls within the UK 100 Top Performing Schools 2015 does not come easilyand working with us requires determination and an inexhaustible supply of enthusiasm.

We are Sunderland’s largest primary with 517 pupils aged 4-11 yrs. currently on roll and expanding to 3-form entry reaching 630 pupils by 2021.

The school is led by Steve Williamson, an experienced Head Teacher, with a strong background in supporting school improvement and staff development, being a head in both London and Manchester before locating to Sunderland. He was initially appointed to bring the former Hylton Red House Primary out of special measures, then incorporated Bishop Harland CofE Primary and amalgamated the two to form Northern Saints in September 2013.

Steve says:

*“I could not have foreseen how rapidly the school would grow in the confidence of the community it serves. Our success has only been possible because we have embraced the values that put the needs of the children first and have sought to make this a place of wonder and excitement, creating resilient and enthusiastic learners where high standards prevail. There can be no sustained school improvement without staff development opportunities and we seek to maximize every learning conversation in a culture of ‘high challenge – high support’ to grow confidence and experience leading to maximum impact. I thoroughly enjoy working with such a dedicated team.”*

As part of the 2013 amalgamation Governors spent £1.8m to refurbish and rebuild giving much needed space to staff and pupils as part of our belief that we learn best when we live in an organised and engaging learning community. Learning hubs, shared dining areas and a quality environment are provided to foster attitudes of mutual respect and sharing amongst children and staff. We have specialisms in outdoor education, the arts and reading for pleasure. The school is situated in the north of the city on the Red House Estate, very close to the site of the new bridge being built to connect the two halves of the city. This means we are located in the middle of the new economic strategic ‘corridor’, an area that will see increased investment in the near future.

*Rotherham Road, Redhouse, Sunderland, SR5 5QL*

*Tel: 0191 5535580*

*Email: reception@nsprimary.org.uk*

**About the immediate future**

The formation of Northern Saints was never intended to be the end of the journey. Our next step is obtaining academy status, however we have currently delayed that process for the foreseeable future until the national and regional picture becomes clearer. Nevertheless we are convinced that we can continue to provide an outstanding education for our pupils whether we are an academy or a school.

**The School Team from September 2016 onwards**

The Strategic Leadership Team includes the Deputy Head who is directly responsible to the Head Teacher for all matters relating to Safeguarding, Behaviour and Attendance. The new postholder will work alongside other staff to complement the team and ensure that teachers can remain focused on teaching and learning.

**About the Roles – Family Worker**

We are looking for candidates who strive for excellence in both their own professional development and for first class provision for all of our children. Successful candidates will have the energy, experience and passion to help realise their own and our aspirations.

We need to interview candidates who will pride themselves on being part of an incredibly creative and innovative organisation. We expect all of our staff to be a contributor to the school vision and to support our school on the journey to outstanding achievement, contributing to the local and wider community, which is essential in providing a highly valued education that is committed to excellence. Pupil well-being, health and happiness is of the highest priority.

The post holder will have the opportunity to work closely with the Deputy Head to develop a new service across the school aimed at getting to the heart of the issues that create barriers to success for our pupils and families. Home visits, devising and leading family intervention programmes, carrying out safeguarding duties and representing the school at core groups will all be part of this varied and exciting position. Importantly it will be a hands on post, not one bogged down in paperwork, however skills and ability in maintaining immaculate record keeping will be essential.

We would like to employ a person with significant, successful experience in working with children and families. The panel have thought that this person may come from a social work background, but they may also be experienced in other roles so we want to spread the net as widely as possible and get the right person in post.

Our staff are role models to their pupils and families and build a strong sense of community. We value professional development and see it as a way to ensure that staff are supported in ensuring the maximum impact.

Candidates will need to be strongly aligned to our Christian values and our Firm Foundations about which, more information can be found on the school website [www.nsprimary.org.uk](http://www.nsprimary.org.uk)

**Principal Responsibilities**

* To work directly with vulnerable children, parents/carers and groups in all settings in Northern Saints Primary and their local communities and provide services to improve outcomes for children.
* To monitor and report on children’s attendance and liaise with attendance officers to improve outcomes for children.
* To provide targeted support to children and families who find it difficult to access services.
* To undertake and contribute to the Common Assessment Framework (CAF), contribute to Initial and Core assessments of children in need and contribute to the implementation of individual care plans.
* To undertake and contribute to the effective safeguarding of children according to Northern Saints policy.
* To work with parents to overcome barriers to learning for their child and broker access to specialist and targeted support services where they would otherwise not have access.
* To liaise with a range of professionals at all levels and establish strong links with partner organisations to ensure commonly agreed thresholds of need.
* To support the senior management team in the provision of information needed for self evaluation.
* To engage with all parents to form strong partnerships with Northern Saints Primary.

**Main Duties**

* To work directly with children and families as part of a multi agency team, within agreed models of practice to ensure improved outcomes for children.
* To engage with families who find it difficult to access the services they need.
* To provide a range of support services to reduce social isolation.
* To undertake and contribute to information sessions for parents at key points of transition in their child’s education.
* To plan and deliver evidence based parenting programmes
* To liaise with parents and outside agencies to provide opportunities for parents to enhance their basic skills and other development needs.
* To undertake parenting assessments and contribute to the overall assessment of need within families.
* To undertake and contribute to the effective safeguarding of children and young people in accordance with school policy and procedure.
* To keep written records of work undertaken in accordance with school policy and provide written reports as required.
* To attend as required, meetings to make and review plans for children and provide verbal and written reports as appropriate.
* Manage budget for the child and family support function.
* Collate qualitative data on outcomes.
* To engage with all parents to form strong partnerships.
* To provide opportunities for parents to have a voice within the school setting.
* To liaise with staff and ensure strong home school partnerships with parents is developed.

**Other**

* Building and maintaining successful relationships with pupils, parents/carers and staff.
* To carry out duties in accordance with full regard to the schools policies and procedures.
* To undertake training or personal developments appropriate to your post as identified by your line manager.
* Attending meetings, liaising and communicating with colleagues in the school, outside agencies and other relevant bodies.
* Being an effective role model for the standards of behaviour expected of pupils.
* The post-holder is required to respect the confidentiality of matters relating to learners and other members of staff. The post-holder must be aware of and comply with the requirements of the Data Protection Act and Freedom of Information Act.
* The post-holder must comply with the school’s Health and Safety policies and procedures.
* The post-holder is required to undertake any training or CPD necessary or appropriate for the effective discharge of their responsibilities.
* The post-holder will comply with the school’s policies on equality in all areas of activity.
* To undertake such other reasonable duties as may be reasonable required within the school.

**About the person – Family Worker SO1/2**

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| **Essential Requirements** | **Method of Assessment** |
| **Qualifications**  One or more of:  A degree level qualification,  Approved social work qualification  Registration with Health Care Profession Council (HCPC) | Application form/interview |
| **Knowledge, Skills and Experience**  **Ability to build relationships** - An ability to negotiate at all levels and resolve conflict.  Experience of working with vulnerable children and their families.  Experience of working closely with statutory and voluntary agencies | Application form/interview |
| **Safeguarding** - A thorough knowledge and understanding of safeguarding procedures. | Application form/interview |
| **Problem solving** - Ability to analyse information from a wide variety of sources and to deal with and solve problems that are complex and varied on a daily basis. | Application form/interview |
| **Communication skills (written and verbal)** - Able to share information, obtain information and have dialogue with others and through written communication.  To liaise with parents and outside agencies to provide opportunities for parents to enhance their basic skills and other development needs. | Application form/interview |
| **Planning and decision making** - Ability to plan and organise  own work, including prioritising tasks to meet challenging  timescales. Supporting team members to organise and plan  their work, including providing assistance, guidance and support. | Application form/interview |
| **Organisational ability** - Ability to demonstrate sound organisational  skills, work under pressure and determine priorities to meet  tight deadlines. | Application form/interview |
| **Confidentiality** - Experience of/ability to deal with sensitive and  confidential information in an appropriate manner. | Application form/interview |
| **Composure and thoroughness** - Ensure accuracy in work produced  and meets internal and external targets and monitoring requirements.  Ensure work is carried out in an organised and effective way. | Application form/interview |
| **Other requirements**  **Flexibility -** Able and willing to work flexibly in order to meet  deadlines and to achieve the required outcomes. | Application form/interview |
| **Listening** - Listens to others to assess requirements in order to  respond appropriately and efficiently. | Interview |
| **CPD** - Commitment to own personal and professional  development. | Application form/interview |
| **ICT Skills** - Able to effectively use ICT to assist in role. | Application form/interview |
| **Vigour** - Works at a fast pace, copes well with higher levels  of workload. | Application form/interview |
| **Influence** - Ability to influence and persuade others to ensure  understanding of processes and procedures. | Application form/interview |
| **Developing and motivating others** - Sharing knowledge of practice  and procedures, to ensure effective understanding of the needs  of the school. | Application form/interview |
| **Improvement** - Ability to develop and produce successful plans/strategies. Contribute to the effectiveness of improvement activity and measure the impact and effectiveness of plans/strategies. | Application form/interview |
| **Innovation** - Ability to use creative skills to develop new working practices to improve the service. | Application form/interview |
| **Promoting well-being** - A commitment to ensuring a safe environment for children, a thorough knowledge and understanding of safeguarding procedures. | Interview |

**Further information and application details**

We are proud to offer...

* An innovative professional learning environment
* Children who are proud of their school and want to achieve
* A genuinely committed staff
* A commitment to the health and well-being of all of our staff
* Professional development opportunities second to none

**Closing date:** Tuesday 12th May 12 noon

**Recruitment Events**

Tuesday 26th April 2016 4-6pm

Thursday 5th May 2016 4-6pm

Come along and meet our staff, senior pupils and Governors, see our facilities and hear some short presentations.

Interviews are scheduled for either 26th May 2016 between 0930 - 1630hrs.

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**The main contact for applications and any queries relating to the advertisement, please contact:**

**Dionne Hall, HR Clerk/PA to Head Teacher – 0191 5535580**

**Email: dionne.hall@nsprimary.org.uk**