

## **Job role information for workers in school care accommodation services**

The information detailed below is designed to support applicants to the SSSC Register who are working in school care accommodation services. The practices described below will vary depending on the individual applicant's job role, as determined by their employer. The information provided is intended to be used as a guide to assist employers when deciding which function category applies to any particular employee.

### **Managers of school care accommodation services including managers of school hostels, residential and boarding schools**

Managers of school care accommodation are workers who hold responsibilities for the overall development, management and quality assurance of service provision including the supervision of staff and the management of resources.

There are two parts to manager qualification requirements. Managers must have a practice and a management qualification.

The benchmark practice qualification for a manager in school care accommodation services is SVQ Social Services (Children and Young People) at SCQF level 9.

This qualification contains National Occupational Standards (NOS) which identify the skills, knowledge and values reflected in the job role. Any individual manager will, in their job role, evidence some although not all, of these standards.

The benchmark management qualification is any award in management that is certificated at or above SCQF level 9\* (min 60 credits) and mapped against the NOS for Leadership and Management for Care Services at SCQF level 10.

\*Please note that on 1 January 2020, the minimum SCQF level increased from 8 to 9. We continue to accept qualifications that met the old requirement as long as individuals achieved them before 31 December 2019.

The following general guidance is based on the particular skill sets that have been identified for specific practice areas. It is possible that the job of any individual manager may involve tasks that cross the range of skill sets identified within the NOS for SVQ Social Services (Children and Young People) at SCQF level 9.

### **Managers of school care accommodation services are likely to:**

- be registered as manager of the service with the Care Inspectorate (SCSWIS)
- provide leadership for the service they have responsibility for

- hold overall responsibility for the writing and reviewing of the work setting policies and procedures, for example, child protection policy
- be responsible for the practice that safeguards the children using the service
- be responsible for implementing staff development and performance development review systems
- be the first point of contact where complaint handling is concerned
- be responsible for the allocation of work in the service
- hold overall responsibility for budgets and oversee the ordering and purchasing of resources for the service
- have overall responsibility for completing quality assurance processes such as Care Inspectorate (SCSWIS) Annual Returns
- manage the multi-agency working arrangements
- have overall responsibility for health and safety within the service.

### **Supervisors in school care accommodation services including school hostels, residential and boarding schools**

Supervisors in school care accommodation services are workers who will have responsibility for supervising staff. They will also be involved in the day to day care needs of the people who use the service. This will include identifying and meeting the care requirements including physical and emotional needs of children. They will have responsibility for developing staff/functions of the service.

The benchmark practice qualification for a supervisor in school care accommodation services is SVQ Social Services (Children and Young People) at SCQF level 9.

This qualification contains NOS which identify skills, knowledge and values reflected in the job role. Any individual supervisor will, in their job role, evidence some although not all, of these standards.

The following general guidance is based on the particular skill sets that have been identified for specific practice areas. It is possible that the job of any individual supervisor may involve tasks that cross the range of skill sets identified within the NOS for Social Services (Children and Young People) SCQF Level 9.

### **Supervisors in school care accommodation services are likely to:**

- have responsibility for supervising staff
- be responsible for identifying and meeting the care, physical and emotional needs of children through working with staff and other professionals
- be responsible for contributing to the assessment of people who use the service
- be responsible for planning and implementing an agreed care plan
- be responsible for contributing to the quality assurance of the service.

## **Practitioners in school care accommodation including school hostels, residential and boarding schools**

Practitioners in school care accommodation services are workers who will have work delegated to them but who may be required to work on their own initiative.

There are two parts to practitioner in school care accommodation qualification requirements. Practitioners in school care accommodation services must have a practice qualification plus an award of certificated knowledge.

The benchmark qualification for practice for a practitioner in school care accommodation is SVQ Social Services (Children and Young People) at SCQF level 7. The benchmark qualification for certificated knowledge for practitioner in School care accommodation is one of the following:

- HNC Social Services (GT6N 47)
- HNC Social Services (GK89 15).

These qualifications contain the NOS which identify the skills, knowledge and values reflected in the job role. Any individual worker will, in their job role, evidence some although not all, of these standards.

The following general guidance is based on the particular skill sets that have been identified for specific practice areas. It is possible that the job of any individual worker may involve tasks that cross the range of skill sets identified within the NOS for children and young people.

### **A practitioner in school care accommodation services is likely to:**

- promote the safeguarding of people who use the service
- promote effective communication
- support children who have experienced traumatic events in their life
- promote the development of young people
- support children in a group living environment
- support children with emotional needs perhaps relating to abuse
- support children to achieve educational outcomes and transitions to work/college
- work as part of a team and communicate effectively
- develop their practice through reflection
- ensures the health and safety of the workplace.

### **Additional information**

If you need further guidance about registration, please contact the registration helpline 0345 60 30 891.