

# Heathlands School, St Albans

Required asap

## Residential Support Worker

Heathlands is a special school for deaf children aged 3-18 set in beautiful grounds close of the city of St Albans. The residential sector caters for up to 20 weekly boarders. Safeguarding and wellbeing is at the top of our agenda.

We are seeking a full time Residential Support Worker. An NVQ3 in Child Care and experience of work in a residential setting would be advantageous. The ability to communicate in sign language or commitment to learn is essential and training will be given. Onsite accommodation is available with this role.

This role is expected to work positively and constructively within a team, which is directed by the Lead RSW.

**Salary range H4/H5: £25989 - £29540 (£13.47-£15.31 per hour) depending on qualifications and experience.**

**Hours: Monday 12noon – 10pm**

**Tuesday: 6.45am – 10am and 3.15pm – 10pm**

**Wednesday: 6.45am – 10am and 3.15pm – 10pm**

**Thursday: 6.45am – 10am and 3.15pm – 10pm**

**Friday: 6.45am – 10am**

Additional allowances are paid for sleep-in duties (average two sleep-in duties per week) which are undertaken on a rota basis. Currently £40 per night (sleep in) and between £620 - £660 per year for unsocial hours linked to your salary grade.

Heathlands is committed to safeguarding pupils and this post will require an enhanced DBS check.

To apply for this position, please return your completed Application form and Person Specification form to:

Co-Headteachers, Heathlands School, Heathlands Drive, St Albans, AL3 5AY.  
([head@heathlands.herts.sch.uk](mailto:head@heathlands.herts.sch.uk))

For an informal discussion please phone 01727 807807 to speak to Mrs Shields, Co-Headteacher or contact the school by email to arrange a facetime discussion.

All forms are available from our school website – [www.heathlands.herts.sch.uk](http://www.heathlands.herts.sch.uk).

**Closing date: Friday 4 September 2026 @ 12:00 noon**

Interview dates: tbc

# HEATHLANDS SCHOOL

**Job Title: Residential Support Worker**

**Reports to: Lead Residential Support Worker**

## **1. JOB PURPOSE AND CONTEXT**

To be responsible for all aspects of out of school care for a group of deaf pupils in a weekly boarding special school.

## **2. MAIN AREAS OF RESPONSIBILITY**

### **2.1 Physical Care**

Ensuring that all aspects of personal hygiene are carried out effectively.

Ensuring that pupils are appropriately dressed at all times both in and out of school hours. To ensure children and young people are provided with balanced meals and supervised at mealtimes. Ensuring children's health and safety is protected at all times. Attend to any medical or intimate care needs as necessary.

### **2.2 Social Care**

To initiate and implement appropriate programmes of out of school activities taking into account the ages and needs of the pupils in residence. To provide a supportive environment in which pupils are listened to. To act as a role model for students assisting with the development of their deaf identity and positive self image. To provide an environment conducive to pupils' enquiring minds. To support children with their homework. To maintain links with pupils' parents/carers.

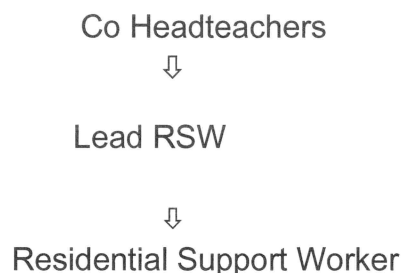
### **2.3 Residential organisation**

To be responsible for the day to day care and management of deaf pupils during out of school hours. To monitor residential accommodation to ensure adequate standards of maintenance, cleanliness and décor are maintained. To advise on how the environment/facilities can be adapted or enhanced to suit the needs of deaf children. To provide communication support when accompanying residential pupils to hospitals, clinics, youth organisation etc. To transport pupils in school vehicles as required. To evacuate pupils in the event of fire according to the correct procedures.

### **2.4 Administrative duties**

To maintain files on pupils containing key information about the child. To keep comprehensive and accurate records of the pupils progress and care needs on a weekly basis. To prepare reports for annual review meetings. To draw up and implement individual care plans and independent living plans for each pupil. To follow all other recording procedures in relation to incidents and sanctions, fire records, accidents and the Heath House daily log. To ensure correspondence with parents and outside agencies is appropriately stored and recorded.

### 3. LINE MANAGEMENT STRUCTURE



### 4. SUPERVISION

Residential Support Workers are led as a team by Sarah Shields, Co-Head teacher, who will conduct formal supervision sessions at regular agreed intervals. Support will be given in planning to meet the needs of pupils and in maintaining a high level of child care practice. Attendance at Team debriefings, training sessions and inset days is essential. Attendance at weekly care staff meetings is also essential for the exchange of information, participation in the decision making process and work on the school improvement plan.

### 5. JOB CONTEXT

Residential Support Workers will be assigned to a group of children for whom they will have direct responsibility. However RSWs will generally function as a team and for evening activities can make flexible arrangements to take responsibility for mixed groups as directed by the Lead RSW.

### 6. CONTACTS

| Frequent Contacts                                                                                                                                                  | Other Contacts                                                                                                                  |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------|
| Teaching Staff<br>Learning Support Assistants<br>Therapy Staff<br>Pupils<br>Parents<br>School GP<br>Catering Staff<br>Caretaker<br>Night Supervisor<br>Admin Staff | Voluntary Helpers<br>Hospitals<br>Youth Organisations<br>Students in training<br>Social Workers<br>Specialist Medical Personnel |

### 7. WORKING HOURS

|                     |                                 |
|---------------------|---------------------------------|
| Mondays             | 12noon – 10pm                   |
| Tuesday – Thursdays | 6.45am – 10am and 3.15pm – 10pm |
| Friday              | 6.45am – 10am                   |

Residential Support Workers will “sleep in” on a rota basis.

## **8. KNOWLEDGE, EXPERIENCE AND TRAINING**

- An empathy with and understanding of the needs of school aged children.
- An appreciation of the difficulties caused by severe and profound hearing impairment.
- Fluency in British Sign Language
- Experience of working with deaf children in a residential child care setting.
- The ability to guide and counsel deaf children.
- Experiencing in leading extra curricular activities and supporting children's constructive use of leisure time.
- Qualification in first aid.
- Knowledge of child protection procedures.
- Experience of admin procedures and IT programmes.
- Knowledge of food hygiene.
- Driver.

In line with the Care Standards Residential Support Workers should have NVQ level 3 in Caring for Children and Young People or are expected to work towards this qualification in post.

## **9. PROBLEMS AND DECISIONS**

Constant alertness for potentially dangerous situations which could place pupils at risk. Deciding when to call in expert help. Alert to calls for assistance for colleagues and night supervisor when on sleep-in duty. Assessment as to when help from senior staff is needed.