

JOB PROFILE

Post Title: Play Support Worker

Post Number: Generic

This is a Career Graded role, with the Job Profile stating the top point of the grade. Individuals without the stated qualification can apply for this post, if they meet the criteria as defined in the accompanying Play Support Worker - Career Grade (D-E) document.

The Play Support Worker will assist in the delivery of a quality childcare service that offers children care, play and learning opportunities in a safe and stimulating environment.

The Play Support Worker will support the Play Practitioner in ensuring a safe, hygienic and pleasant environment where mutual trust, respect, confidence and a caring ethos are evident in accordance with current legislation including the Roles and Responsibilities Framework of the Scottish Social Service Council for the Childcare Workforce.

In accordance with the Scottish Social Services Council; all Social Work Service workers must adhere to the following Codes of Practice:

http://www.sssc.uk.com/doc_view/1020-sssc-codes-of-practice-for-social-service-workers-and-employers

The SSSC have a Continuous Learning Framework and staff should make themselves aware of the content and how it relates to the Support Worker post; <http://www.continuouslearningframework.com/clf/home/welcome-to-the-continuous-learning-framework-website.html>

The main duties of the Play Support Worker are:

- To work closely with the Manager/Lead Practitioner and Play Practitioner in developing and implementing a planned programme of activities that meets the needs of all the children taking into account the key areas of responsibility such as safety; nurture; health; achievement; activity; respect; responsibility and inclusion.
- To support and work closely with the Play Practitioner in developing and delivering a quality programme, taking into account the national guidelines;
- To observe individual children and contribute to appropriate records e.g. individual care plans, observation records, in order to inform planning and report any areas of concerns to the Play Practitioner;
- To work with children who require additional support in their learning and development through programmes that meet their needs and provide equality of opportunity;
- To provide and support inclusion for children;

- To provide information to support good collaboration with other agencies and support the Play Practitioner in implementing strategies suggested by other professionals from a variety of disciplines which will enhance the quality of experience for the child within the service;
- To interact effectively with children to develop their confidence, extend their knowledge and experiences and increase their self- esteem;
- To build up relationships with the children, their parents/carers and other agencies involved in their lives;
- To assist in outings ensuring Health & Safety Guidelines and Risk Assessments are complied with.
- To assist the Play Practitioner in providing opportunities for children to learn about hygiene, keeping healthy, diet and personal safety;
- To support the administration of the service by ensuring daily registration is up to date, passing on any messages and contributing to individual care plans;
- To maintain resources to support the delivery of the Curriculum for Excellence and all programmes of activities;
- To be aware of the role of the Play Support Worker in relation to all policies and procedures, e.g. Child Protection, Roles and Responsibilities Framework of the Scottish Social Service Council, Health & Safety, Food Hygiene etc;
- To understand own and other's responsibilities in delivering high quality services for each child and family;
- To identify own training needs in line with legislation and needs of the service;
- To support the delivery of quality improvement plans;
- To support the development of strong links with the local community;
- To support the administration of the service as appropriate; and
- To undertake any other duties deemed appropriate for the effective performance of the role of Play Support Worker.

From time to time, the Council may require the post holder to undertake duties outside those specified.

PERSON SPECIFICATION

Post Title: Play Support Worker

Post No: GENERIC

This person specification describes the values and attributes of a suitable candidate for our role. Through the recruitment and selection process, we shall be looking for evidence that you understand, share and can demonstrate our values and possess the essential attributes.

Our Values

In Shetland Islands Council, **excellent service** is at the heart of everything we do. We provide **excellent service** by **taking personal responsibility** and **working well together**. We demonstrate this by;

1. Providing an excellent level of service, by making sure we understand, meet and manage our service users' needs.
2. Having a positive attitude and taking our responsibilities as employees of the council seriously. Working in an open and honest way, reflecting on our performance and looking for opportunities to improve and develop.
3. Demonstrating a positive attitude by being open-minded, fair, respectful, trustworthy and honest.

For more detailed information on the Council's values, please visit the Shetland Islands Council's website and search for 'Our Values'.

Additional post specific attributes are set out below;

	ESSENTIAL	DESIRABLE
<u>Personal Features/Qualities</u>	Good interpersonal and communication skills. Good observation skills. Ability to work as a member of a small team. Ability to maintain confidentiality. Sensitivity to the needs of others. Good organisational skills.	
<u>Relevant Experience</u>	Experience of working with Children.	Experience in working in a Registered Childcare setting.

	ESSENTIAL	DESIRABLE
<u>Education</u>	Possession of SVQ Level 2 Children's Care, Learning & Development (or equivalent) To obtain and meet SSSC registration requirements within appropriate timeframes and maintain registration throughout employment	
<u>Skills, Abilities and Knowledge</u>	An understanding of the importance of play. Ability to supervise children during activities. Ability to prepare resources and activities for use in the club. Knowledge of local and national guidelines e.g. Care Commission Standards Roles & Responsibilities Framework (SSSC), Inter-agency Child Protection Procedures etc.	Knowledge and understanding of Child development. Ability to display creative skills e.g. Arts and crafts. ICT Skills

Allowances: Distant Islands Allowance
 Evaluated Grade: D-E
 Date of Evaluation: 08/12/2020
 Category: Learning & School Support
 PVG Membership: Children
 Disclosure Check: -
 Pre-Employment Medical Questionnaire: -
 Date of Last Amendment: 19/03/2026