



## **St Teresa of Calcutta Catholic Academy Trust**

**St Patrick's RC Primary School**  
**Foxholes Road,**  
**Rochdale**

**Children's Welfare Officer**  
**Grade 7: Scale Points 25-29**  
(£28,124-32,005)

**Contract type: Permanent**  
**Hours: 37 hours Term Time Only plus 20 days**

**Start Date: September 2022 (or as soon as possible)**

**Are you a committed, hardworking and motivated individual?**

**Are you experienced in supporting children and families?**

**Do you have experience of attending and leading Safeguarding meetings?**

**Do you want to be part of and lead a dedicated, ambitious and friendly team?**

The Governors are looking to appoint a Children's Welfare Officer who will support our children and their families, promoting Safeguarding and good school attendance. The successful candidate will be able to demonstrate the knowledge and skills within the Person Specification and hold the relevant qualifications. They will be happy to complete the roles and responsibilities within the advertised Job Description.

St Patrick's is a school with:

- Highly effective safeguarding procedures;
- A working environment where all feel valued and respected;
- Supportive colleagues and governors with a clear vision and high aspirations for the school;
- A highly dedicated and inspirational team;
- A commitment to relevant, personalised Continuous Professional Development;
- A modern school building;
- A happy, calm and welcoming working environment.

We are looking for someone who:

- Will work as part of the Senior Leadership Team
- Is experienced in conducting and leading Early Help Assessments and meetings.

- Has experience of running parenting programmes and supporting families to improve home conditions, routine and boundaries and working with a range of agencies.
- Has experience of working with children and parents to address persistent attendance and lateness.
- Is willing to lead on attendance and improve the attendance rates across school.
- Will be a Designated Safeguarding Leader, attending Child Protection Conferences, Strategy meetings, Child in Need meetings and may need to attend Court should a case progress to legal proceedings.
- Write reports for meetings and agencies as requested.
- Keep clear, accurate and timely records.
- Work directly with children on a 1:1 or small group basis.

Please read the Job Description and Person Specification carefully, these documents provides greater detail about the role.

St Patrick's RC Primary School is committed to safeguarding and promoting the welfare of children and young people. This post is subject to an enhanced disclosure application to the Disclosure and Barring Service (DBS)

An application pack is available on the school website: [www.stpatricksrc.rochdale.sch.uk](http://www.stpatricksrc.rochdale.sch.uk)

Your completed electronic application form should be returned to [office@stpatricksrc.rochdale.sch.uk](mailto:office@stpatricksrc.rochdale.sch.uk)

**Application closing date:** Monday 27<sup>th</sup> June 2022 9am

**Interviews:** Thursday 30<sup>th</sup> June