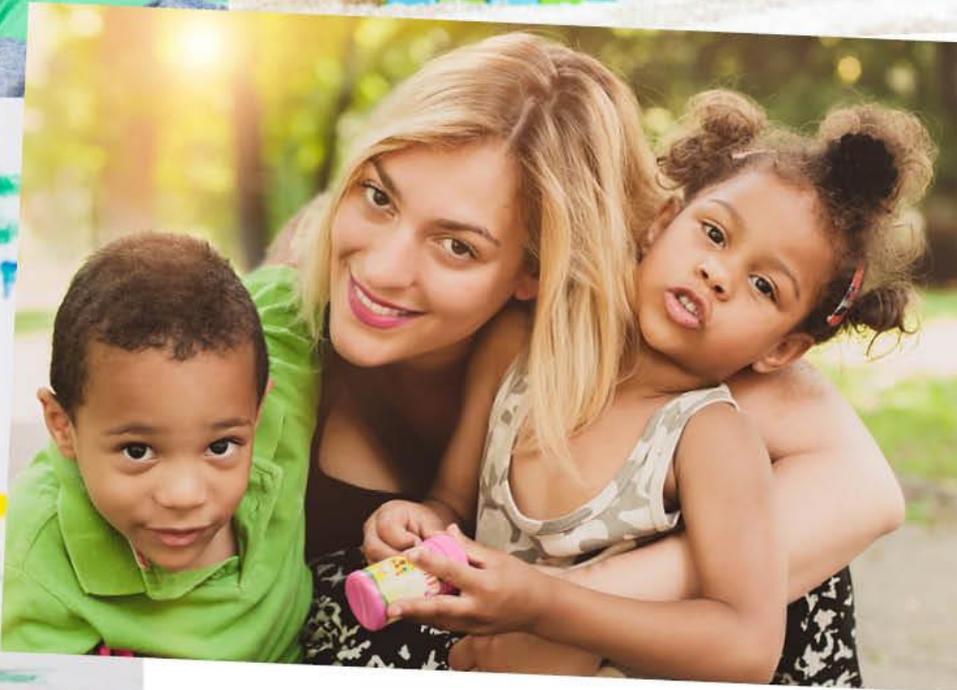


Candidate Applicant Information Pack

Safeguarding and Social Care
Senior Practitioner



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Foreword from Ann Graham Director of Children's Services

Dear Candidate,

Thank you for your interest in this opportunity.

We believe our children and young people deserve a great start in life, so we take pride in providing the best levels of protection, safeguarding and care. The Vision is that we will work together with families to ensure that every child in Haringey has the very best start in life, including world class education.

Haringey Council continues to develop as an innovative and supportive employer of choice and rewards staff with a competitive salary, excellent benefits including a retention incentive, generous annual leave and a commitment to professional development. For an overview of our service areas, benefits and career development opportunities, please see [here](#).

We hope that the information contained within this pack inspires you to join us and form part of a Children's Services department that puts relationship-based practice at the forefront of our vision for achieving positive change.

If you wish to join an ambitious forward-thinking employer and share our passion for innovation in child protection, choose Haringey!

A handwritten signature in black ink, appearing to read 'A. Graham'.

Ann Graham
Director of Children's Services

About Haringey Council

Haringey is a vibrant place to live with excellent transport links to central London and home to institutions of national and international significance, including Tottenham Hotspur and Alexandra Palace.

We are home to some of London's most desirable neighbourhoods with some parts being the most prosperous in the country, while others are currently undergoing exciting redevelopment and regeneration. Given this contrast, our diverse community requires varying needs and places different demands on the Council. It is therefore essential that our services fully reflect Haringey's diverse population and create real opportunities for all.

An overview of the main ways in which our services contribute to Haringey are outlined below:

- Our social care services for children and their families help people by providing services that are tailored to their individual needs and circumstances, helping them to remain both independent and integrated into wider society as far as possible and safeguarding them when necessary
- Our work co-ordinating and supporting schools helps to produce active, engaged citizens for the future, well-equipped to take their places in society and to contribute to economic and social life
- We have a vital role in keeping the Borough moving by maintaining roads and co-ordinating public transport
- We lead the stewardship of the Borough's environment, including disposing of waste, but also working to tackle climate change
- Our public libraries are both a valuable cultural resource and a civic hub, providing communities with the information and resources they need on a wide range of subjects.



Safeguarding and Social Care Service

The Safeguarding and Social Care Service consists of

- Children in Need of Support and Protection
- Children in Care and Placements
- Safeguarding Quality Assurance and Improvement

We are very proud of the work which we carry out in providing the highest levels of protection, safeguarding and care to Children and Families within the London Borough of Haringey. We were the first Local Authority to launch a full Multi-Agency Safeguarding Hub service (MASH) the first of its kind in the UK.

We apply the Signs of Safety Practice Model and this enables us to keep up to date with best practice and to focus on relationship based practices. We recognise that although we have made real progress, we have a lot more work to do in achieving our Vision and Objectives. To be enabled to achieve our Vision and Objectives, we place high value on our employees and recognise the importance of strong supervision support, manageable caseloads and clear career progression pathways. Our employees are our greatest asset and we provide a comprehensive rewards package. Please see here for an overview of our rewards package.



JOB DESCRIPTION

JOB TITLE: Senior Practitioner

DIRECTORATE: Children's Services

SERVICE: Safeguarding & Social Care

GRADE: PO5 (plus 2 increments)

RESPONSIBLE TO: Team Manager/Deputy Head of Service

RESPONSIBLE FOR: None

OBJECTIVES OF POST:

1. To support the team manager in the running of the team and to develop and maintain practice expertises in all areas covered by the service remit and to contribute to policy development promote a culture of organisational learning and development in the context of partnership working.
2. To carry a managed caseload of complex cases requiring experienced and expert practitioner input
3. To offer advice, guidance and consultation on casework practice to other team and service members as required
4. To participate in team and other service management meetings as appropriate.

MAIN DUTIES AND RESPONSIBILITIES:

1. To be responsible for a managed caseload of the more complex cases in the service and ensure the delivery of a high quality social work input, consistent with accepted notions of best practice and national and local guidance, in the context of partnership working.
2. To model high quality professional behaviour and to develop and promote notions of authoritative practice within the service.

3. To progress children's plans in accordance with current local protocols, this may include writing statements within timescales, giving evidence on behalf of the Local Authority in Family Proceedings Court and any other court within the Family Division as required.
4. To maintain accurate and up to date electronic case records in line with Departmental policies and procedures and contribute to the continued development of the data base..
5. To offer case advice, mentoring, coaching and guidance to others in the service as required including co-working, joint visiting, assistance with court statements and other reports and assessments.
6. To support the development of a service consistent with models of partnership working with other agencies and children and their families and to work with them in enabling children to stay safely at home wherever possible.
7. To promote the welfare of children in care with particular regard for their age, sex, health, race, religion, culture and life experience.
8. To chair professional meetings and other planning/strategy meetings as required.
9. To take responsibility for your personal professional development by maintaining and developing relevant skills and knowledge of current legislation, policy and social work practice through self direct learning and via formal PQ route.
10. To actively participate in supervision and performance appraisal
11. To work with the Head of Service, Service Manager and Team Managers in managing the development of the service ensuring it continues to improve and responds to changing need.
12. To work with other managers to ensure practice in the service is of the highest standards and that performance information is readily available, analysed and used to inform current and future working practices.
13. To develop professional expertise in a specialist area and contribute to the development of policy and procedures in certain practice areas and offer training workshops and other learning and development opportunities to the service and others as required.
14. To ensure that all expenditure on cases is properly authorized and recorded and that cases with financial packages are regularly monitored and reviewed.
15. To act as duty manager as required by the team management.
16. To report any concerns about abuse or malpractice by colleagues, in line with the Council's Whistle Blowing Policy.
17. To ensure that all legislation and local council policies regarding Health and Safety are adhered to.
18. To undertake any other temporary duties consistent with the basic duties and/or objectives of the post

MAIN CONTACTS

1. Police and Health service partners
2. Senior Practitioners, Practice Managers and Team Managers across the Children's Service.
3. Professionals within Children and Families and across the Children and Young People's Service including schools and other educational provision
4. Professionals across other Council departments, – including OD & HR. and other Local Authorities,
5. Voluntary and Third Sector Organisations.

Person Specification

JOB TITLE:	Senior Practitioner
DIRECTORATE:	Children's Services
SERVICE:	Safeguarding & Social Care
GRADE:	PO5 (plus 2 increments)
RESPONSIBLE TO:	Team Manager/Deputy Head of Servic

The Person

Will act as an experienced and expert social work practitioner, promoting good practice and actively supporting the day to day functioning and development of the team.

These are the qualities we believe to be necessary to do this job. You should clearly show in your application how your skill/experience potential meet some or all of them, as the short listing decision will be based on our assessment of you against these criteria.

- This position requires the post holder to undergo a DBS (Disclosure and Barring Services) check.

The final assessment process will also seek to assess these characteristics.

Abilities/Experiences

- At least three years post qualifying experience in children's services and especially in the areas of safeguarding and child protection
- Experience in court work and working with children in care proceedings
- Evidence of good quality practice, consistent with notions of authoritative practice

Qualifications

- Recognised Social Work Qualified and HCPC Registered
- Evidence of continued professional development.

Knowledge/Skills

- Good knowledge of all relevant legislation especially 1989 and 2004 Children Acts
- Good knowledge of thinking and research into safeguarding practices and policies.
- Ability to influence and coach others and to raise the standards of other practitioners
- Good knowledge of risk management and child development
- Ability to support a culture of professional and multi-agency learning and development
- Understanding of the Assessment Framework within the context of high quality social work practice.

Generic Competencies

- Good level of IT skills to include Word, Excel, Internet explorer, e-mail and a thorough understanding of the data base system and workflow
- Ability to take responsibility for planning own time and workload, balancing competing demands and meeting objectives and deadlines
- Understanding and commitment to promoting and implementing the Council's Equal Opportunities policies and anti-discriminatory practice.
- Presents confidently and clearly both verbally and in writing, with and acknowledgement of the intended audience.
- Works collaboratively with other service and external partners to deliver successful outcomes – developing constructive relationships inside and outside of the Haringey
- Understanding, knowledge and ability to follow guidelines that ensure compliance to Health and Safety at Work, Data Protection and other statutory requirements as relevant to the post

Criminal Background Check

Safeguarding children and adults is of utmost importance to Haringey Council. The Council requires employees to abide by legislation and best practice to enable Haringey to achieve this. This role has been identified as requiring a Disclosure & Barring Service (DBS) check or Basic Disclosure. You must therefore ensure that any relevant criminal record check application is completed and returned as requested by the Council, as this is deemed a contractual requirement of employment. In addition, you consent to allow the Council to retain a copy of the disclosure certificate within your personal file.

It is a contractual obligation to disclose any cautions, reprimands or convictions and to update your manager of any changes to your status whilst in employment. Enhanced DBS roles will be reviewed periodically during employment, by means of DBS Dip Sample or three yearly rechecks. Failure to disclose changes to your status may be detrimental to your employment and you may be subject to disciplinary action.

Please note that additional information referring to the check is in the guidance notes to the application form. If you are invited to interview you will receive more information

Equality and Diversity

Haringey Council is determined to take action to ensure that our belief in diversity and equality of opportunity is integral to everything we do. It will inform every area of activity; from the way we provide services to the way we employ our staff. It is a central responsibility of all councillors, managers, staff and partners.

Health and Safety

It will be the duty of every employee while at work to take reasonable care for the Health and safety of themselves and of other persons who may be affected by their acts or omissions at work.

Our Values and Behaviours



Embedded in methods of operation and approach is the Haringey Council Values and Behaviours. These clearly communicate the method in which we successfully deliver our objectives and ensures all staff share a common purpose.

We want our future employees to reflect the values of:

Human

- We make it easy to deal with us
- We ask our customers what they think and listen to what they say
- We are aware of our impact on others
- We build trusting relationships
- We are honest and supportive
- We are passionate about difference

Ambitious

- We compare our performance with the best
- We continuously improve
- We are curious and innovative
- We look for different ways to do things
- We are brave
- We embrace change

Accountable

- We deal with things without being told
- We keep our promises
- We give credit where credit is due
- We spend taxpayer money as carefully we would our own
- We solve problems
- We all do our fair share

Professional

- We resolve matters the first time
- We serve others as we wish to be served
- We have the right skills
- We take pride in what we do
- We care about our reputation
- We are business-focused

Our Services and Leadership

The Council is led by the Chief Executive Zina Etheridge and a Senior Management Team who provide leadership to the authority and individual service departments:



The following is the list of the Senior Management Team and their Directorates:

- Director of Housing, Regeneration and Planning: Helen Fisher
- Director of Finance / Interim Chief Finance Officer (Section 151): Jon Warlow
- Director of Children's Service: Ann Graham
- Director Adults and Health: Beverley Tarka
- Director of Environment and Neighbourhoods: Stephen McDonnell
- Director for Customers, Transformation and Resources: Richard Grice

Children and Young People's Service Structure



Thank you for your interest in Haringey Council.