

Family Information Service
01225 395343

Working with Children, Young People and their Families in Bath and North East Somerset

July 2015 edition

**Bath & North East
Somerset Council**



**Bath and North East Somerset
Clinical Commissioning Group**

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INTRODUCTION

Do you want to make a difference to the lives of children, young people and their families?

There's never been a better time!

Good quality education and care makes a real difference to the lives of children and young people, laying the foundations for development, preparing them for adult life and supporting their families along the way. All kinds of people are needed to work with children and young people up to the age of 20, or 25 for those with additional needs.

“The vision for children and young people in Bath and North East Somerset is that ***“All children and young people will enjoy childhood and be well prepared for adult life”***.”

Following consultation with partners, children, young people and parents and carers we have agreed 3 key outcomes that we will prioritise between 2014- 2017 they are:

- **Children and Young People are Healthy**
- **Children and Young People are Safe**
- **Children and Young People have Equal Life Chances**

We know that there are still children and young people in our communities who for many different reasons are not able to achieve their full potential. Increasingly, therefore our services will have to be targeted at those in greatest need to ensure their life chances are as equal as those of their peers.

Achieving our vision requires all agencies, settings and families to work together to improve the outcomes for our children and young people, we look forward to our continued partnership approach to deliver that aspiration.”

The Children and Young People’s Plan 2014-2017 (CYPP)
<http://www.bathnes.gov.uk/services/children-young-people-and-families/strategies-policies-planning/children-and-young-peoples>

It's a caring, challenging career and you will be playing a key role.

Why work with children and young people?

- A career where you can really make a difference to the lives of children, young people and their families
- The opportunity to use your skills and qualifications in many areas of children's services, such as education, childcare, social work and care, health, youth work or playwork
- Being a positive role model, inspiring young minds
- Respect for your contribution and responsibility
- Gain qualifications with real meaning in the job market
- Job satisfaction, variation and flexibility
- A career that can take you right up to managerial level
- A career that is open for everyone to consider, men and women, regardless of age, ethnic background or disability
- A new challenge every day!

Could it be a career for me?

Thousands of children are already benefiting from the input of people who care about their future, who have the commitment, energy and enthusiasm to be positive role models, and who value the opportunity for a worthwhile career.

If you're patient and enthusiastic, take responsibility seriously and have a sense of fun, you may have all you need to start your career.

What jobs could I do?

There's a wide range of opportunities to work with children, young people and their families, including:

- All day childcare with babies and children aged 0 – 5 years
- Pre-school sessions and playgroups with children aged 2 – 5 years
- Before school and after school clubs or holiday playschemes with school-aged children
- A childminder working in your own home
- Specialist playschemes for children with special educational needs or disabilities
- A nanny working in the child's own home
- A family support worker, supporting families in difficult circumstances sometimes in a Children's Centre
- A social worker
- A social care assistant, e.g. in children's residential care
- Children's health services
- A youth worker
- An early years teacher, working with children in reception year of school
- Working in school as a teacher, teaching assistant or learning support assistant

There can be opportunities for:

- Working anything from just a few hours a week to more regular part-time or full-time employment
- Working all year round, just holidays or just term time
- Working for someone else or setting up your own business as a childminder or childcare provider
- Volunteering for anything from a few hours to a full day for an employer

What might I earn?

Pay levels are set locally, rather than nationally, and are dependent upon the organisation in which you work and the number of hours you work. The better qualified you are, the more experience you get, and the higher your level of responsibility – then the higher your salary is likely to be.

For some jobs you can start without experience, but for most of them it pays to get a qualification, which will help you climb up the career ladder. Refer to the section on qualification levels and career progression for more information.

What next?

If you think this could be a career for you, then this guide will help inform you of your options. It looks at the levels of qualifications you can achieve, relates these to job roles and opportunities and career progression. You will also find contact details of local colleges and training providers and other organisations that may be able to help you. Finally, there are descriptions of the types of jobs available.

If you would like a one to one meeting with the Family Information Service team to explore your individual career options or training courses please contact the Family Information Service by calling 01225 395343, sending an email to fis@bathnes.gov.uk or texting a message to 07980998906 and arrange a convenient time and date.

We hope that you find this guide a useful resource and that you go on to 'Make the Difference'!

Enjoy your learning!

Note: This guide is about working with children, young people and their families, at times we may simply refer to 'children' for ease of reading. The term practitioner refers to anyone who works with children, young people and their families.

QUALIFICATIONS AND TRAINING PROGRESSION ROUTES

Move on up!

There are nationally recognised levels of qualifications suitable for every stage of your career.

Level 1 (equivalent to GCSEs D-G)

For people with little or no experience, who have the ability to apply learning with support and guidance.

Level 2 (equivalent to GCSEs A*-C)

For people who are working under supervision.

Level 3 (equivalent to A levels)

For people who work on their own initiative, planning and organising their own work and supervising others.

Level 4 (Certificate of Higher Education)

For experienced practitioners or first level managers who carry out complex and non-routine tasks.

Level 5 (Foundation Degree or Diploma of Higher Education)

For people working as senior managers or officers, dealing with policies and the operation of the organisation.

Level 6 (Degree with Honours)

For people working as senior managers or officers at strategic level, perhaps managing several varied teams and significant resources.

Level 7 (Masters Degree)

For people working with complex levels of knowledge, perhaps responding to unpredictable problems and situations.

Level 8 (Doctorate/PhD)

For strategic leaders and consultants.

Whichever route is taken to achieve a qualification (college, work-based training, distance learning) **it is the level of qualification that enables a person to do a particular job**, with the corresponding level of knowledge and responsibility.

For example: Level 2 qualification = “Assistant”
 Level 3 qualification = “Supervisor”

There are various awarding bodies for qualifications e.g. CACHE, BTEC, Edexcel and City & Guilds. When choosing which qualification to study, **remember it is the level that is important** and not the awarding body.

Now have a look at the grids on the following pages, which will give you examples of qualifications at different levels and progression routes that you may wish to take.

Please note: If you wish to work with a childcare provider which delivers the Early Years Foundation Stage (takes children from 0 – 5 years) and wish to be qualified you will need to check the qualification that you are about to take is recognised on the new Qualifications List. Qualifications should be checked at the following website: www.education.gov.uk/eypqd/qualification-search.aspx

Group Providers

Level One Qualifications

Jobs include:

At this stage you are still unqualified so gaining voluntary experience would be useful. Try nurseries, preschools or other play opportunities – ring the Family Information Service for a list in your area.

Progression:

These courses provide the opportunity to develop basic skills in caring for children that can be used on a personal level or within a voluntary placement to help you to progress to Level 2.

Level Two Qualifications

Jobs include:

Nursery assistant, preschool assistant, assistant playworker, out of school club assistant, teaching assistant, crèche assistant

Progression:

Successful completion of the above courses would give you the knowledge and experience to be able to progress on to a level 3 qualification where you can work towards a supervisor role.

Level Three Qualifications

Jobs include:

Nursery nurse, nursery supervisor, playworker, out of school club supervisor, preschool supervisor, crèche supervisor, Healthcare or Social Care professionals involved in working with children and families

Progression:

On completion of level 3 you will have obtained a qualification to work in a supervisory role, once you have gained the relevant experience. You may want to progress on to Level 4 or a Foundation Degree (Level 5).

Level Four Qualifications

Jobs Include:

Managerial role of nursery, out of school club, preschool, family centre or Children's Centre.

Progression:

Completion of a Level 4 qualification could lead onto the BA in Early Childhood Studies or the Early Years Sector Endorsed Foundation Degree or a senior practitioner post within early years.

Level Five Qualifications

Jobs Include:

Managerial role of nursery, out of school club, preschool, family centre.

Progression:

If you choose to complete the Early Years Sector-Endorsed Foundation Degree you can top up with an extra year to achieve the BA (Hons) Early Childhood Studies Degree or lead directly into the programme to achieve Early Years Professional Status (EYPS).

Level Six - Degree level qualifications

Jobs Include:

Managerial role of nursery, out of school club, preschool, family centre or Children's Centre; social work; Children's Centre Manager

Progression:

You can move onto post graduate studies to gain qualified teacher status (PGCE) or Early Years Professional Status (EYPS). With suitable experience, EYPS can be gained via the 'validation' route which takes approximately three months.

You could also take up post graduate study in social work or health studies.

Home Based Care:

For qualification information to provide home based care as a Childminder or as a Nanny, please refer to pages 13 and 14.

Volunteering

Volunteering is fun and fulfilling, allowing you to experience many diverse opportunities not always available to you elsewhere. It can help you build links with particular organisations like schools, childcare providers and local community groups.

By volunteering, you can increase skills such as communication and people skills, organisational and time management skills. It can help open up fresh opportunities and is a way to explore new career paths.

Volunteering can enhance your future employment prospects and enable employers to see that you have developed the necessary skills you may need in their organisation. It is especially useful when completing application forms and during job interviews to illustrate the skills you have developed through these voluntary experiences.

There are three ways to find out about local volunteering opportunities in Bath and North East Somerset:

1. Visit the Bath and North East Somerset Council's Volunteer webpage: www.bathnes.gov.uk/services/neighbourhoods-and-community-safety/volunteering or the jobs page: <https://jobs.bathnes.gov.uk/searchresults.aspx>
2. On-line - www.vol-centre.org.uk
3. In person - visit the Volunteer Centre. No appointment is necessary.

Bath Central Library
19 The Podium
Northgate Street
Bath, BA1 5AN

Opening hours:
Wednesday, Thursday 10am – 4pm

Tel: 01225 338105
Email - info@vol-centre.org.uk

Apprenticeships

Apprenticeships are work-based training programmes which lead to nationally recognised qualifications. Apprenticeships are open to all age groups above 16 years-old whether you are just leaving school, have been working for years or are seeking to start a new career. You just need to be living in England and not taking part in full-time education.

Training:

Apprenticeships are designed with the help of the employers in the industry, so they offer a structured programme that takes you through the skills you need to do a job well. There are targets and checks to make sure that your employer is supporting you and you are making progress.

As an employee you will be in employment for most of your time as most training takes place on the job. The rest usually takes place at a local college or a specialist training organisation. You can complete this off-the-job training on day release or over a number of days in a block. The amount of time you spend varies according to your Apprenticeship. It could be anything from one day every other fortnight to two days every week. So all the things you study will be useful in your job and help you succeed in your future career.

Your employment will be for at least 30 hours per week. There may be a small number of circumstances where the learner cannot complete the full 30 hours. In these cases employment will be for more than 16 hours per week.

Levels:

There are three levels of Apprenticeship available:

1 - Intermediate Level Apprenticeships

Apprentices work towards work-based learning qualifications at Level 2, Key Skills and a relevant knowledge based qualification. These provide the skills needed and allow entry to an Advanced Apprenticeship.

2 - Advanced Level Apprenticeships

Advanced apprentices work towards work-based learning qualifications at Level 3, Key Skills and a relevant knowledge based qualification. To start this programme, the applicant

should ideally have five GCSEs (grade C or above) or have completed an Apprenticeship.

3 - Higher Apprenticeships

Higher apprentices work towards work-based learning qualifications at Level 4 and a knowledge-based qualification such as a Foundation Degree.

National Minimum Wage:

A National Minimum Wage for apprentices was introduced on 1 October 2010. The wage applies to all apprentices aged under 19; and apprentices aged 19 or over in the first year of their Apprenticeship.

The apprentice minimum wage is £2.73 per hour and applies to time working, plus time spent training that is part of the Apprenticeship. Employers are free to pay above the new wage and many do so, but employers must ensure that they are paying their apprentices at least the minimum wage.

If an apprentice is on a higher wage, the employer must continue to pay that for the remainder of the training or until the apprentice becomes eligible for the full national minimum wage.

Holidays:

Like most other employees, you will be given at least 20 days' paid holiday per year as well as bank holidays.

For further information:

To find out what your next steps are to starting an Apprenticeship, or if you would like to talk to someone about Apprenticeships, please visit contact the National Apprenticeship Service on 08000 150 600 (www.apprenticeships.gov.uk).

FULL DAYCARE (All day childcare)

Definition:

- Full daycare is care and education for children aged 5 years and under
- Some offer after school care for school aged children
- Generally open between 8am to 6pm
- Open for more than 4 hours a day, 5 days per week and generally not term time only
- Full daycare can include Private or Voluntary day nurseries, Neighbourhood Nurseries and Children's Centre daycare

Job roles:

- Early Years Practitioner is an overall term for titles such as Nursery Nurse, Nursery Worker, Supervisor, Room Leader, Deputy Manager and Manager
- Posts can be full or part time, all year or term time only
- You will work as part of a team to create a stimulating learning environment through fun activities and taking care of children's individual needs
- You will provide a safe environment for the children in your care
- You will working in partnership with parents/ carers

Training Routes and Qualifications:

- A level 2 or 3 childcare qualification will allow you to work as a Nursery Assistant or Early Years Practitioner respectively
- Work based training for levels 2, 3 or higher may be undertaken at any time during your employment
- If you have no qualifications you will work towards a level 2 childcare qualification

Useful website:

<https://nationalcareersservice.direct.gov.uk>

SESSIONAL CARE (Pre-school groups, Playgroups and Creches)

Definition:

- Sessional care is for children aged 2 to 5 years.
- Open in the morning or afternoon, in some cases both, and usually term time only
- A morning or afternoon session is less than 4 hours in total
- Organised by community or voluntary groups
- Sessional care can include Pre-Schools, Playgroups, Creches and Local Authority Nursery Classes
- For Creches – parents/carers are required to be on site eg shopping or in the gym

Job roles:

- Job roles include Parent helper, Volunteer, Pre-School/ Playgroup Assistant, Supervisor or Pre-School / Playgroup Leader, Creche worker
- These roles could be full or part time term time only
- Ethos is learning through play and involving parents in their children's development
- You will work as part of a team to create a stimulating learning environment through fun activities and taking care of children's individual needs
- You will provide a safe environment for the children in your care
- You will working in partnership with parents/ carers

Training Routes and Qualifications:

- A level 2 or 3 childcare qualification will allow you to work as a Nursery Assistant or Early Years Practitioner respectively
- Work based training for levels 2, 3 or higher may be undertaken at any time during your employment
- If you have no qualifications you will work towards a level 2 childcare qualification

Useful website:

<https://nationalcareersservice.direct.gov.uk/Pages/Home.aspx>

PLAYWORK

Definitions:

What is Play?

Play is a process that is freely chosen and comes from within. Play is what children and young people do when they follow their own ideas and interests, in their own way and for their own reasons. Play influences children's social, emotional, intellectual and physical development.

What is Playwork?

- Playwork is a way of working with children which enables them to play in a way that they want.
- Playworkers facilitate play opportunities for children and young people usually between 4 and 16 years of age.
- Playwork is by its very nature inclusive and the role of the Playworker is to ensure that all children and young people are able to play together
- Playworkers usually work after school, before school and during school holidays.
- Playwork jobs are often in After School and Breakfast Clubs based on or near a school site, Holiday Playschemes, Playbuses, Community Play Rangers in parks and open spaces, Adventure Playgrounds.
- They may also work in a number of more specialised settings such as hospitals, refuges or family services, in which providing for play has been recognised as an important way of supporting children.

Job roles:

- Job roles can include: Playworkers, Playleaders, Deputy Playleaders, Play Rangers, Out of School Club Co-ordinators, Supervisors, Managers and Deputy Managers.
- These roles often mean working part time during term time and more hours, often full time, during the school holidays
- You will work as part of a team facilitating child led play opportunities and creating safe and stimulating spaces and environments for play

Training Routes and Qualifications:

- A number of playworkers enter the profession through volunteering opportunities.
- New playworkers can undertake a entry level course called Take 5 for Play to introduce them to play and playwork.

CHILDMINDING

Definition:

- Childminders work in their own home and provide care and learning opportunities for children of all ages in a family setting
- Hours can be flexible with childminders choosing to work full or part time hours, often to fit in with their families commitments
- Childminders are self employed and negotiate the terms of their contracts with the families direct
- They offer care for children aged 0 to 16 years
- And are registered with OFSTED

Training Routes and Qualifications:

- To find out more about childminding attend a Briefing Session, organised by the Early Years Foundation Stage Team. Contact the Family Information Service to find out more and book your place, telephone 01225 395343
- Prior to registration, Bath and North East Somerset require prospective childminders to complete a 12 hours Paediatric First Aid Training course
- Prior to registration, Bath and North East Somerset require prospective childminders to complete the Introduction to Childminding Practice
- Prior to registration, Bath and North East Somerset require childminders, and some members of their families, to satisfactorily complete a Criminal Records Bureau disclosure

Useful website:

www.ofsted.gov.uk

www.pacey.org.uk/

NANNYING

Definition:

- A Nanny provides childcare in the family home and can look after children of any age.
- The Nanny is usually in sole charge and responsible for the child/children they look after
- The Nanny is responsible for the child's safety and providing learning opportunities when the family is not at home and will care for the child/children as required
- The Nanny will be employed by the child's parents/carers or an agency. The nanny will be required to work flexible hours and to work according to the needs of the family. This could include living in the family home
- The Nanny may not have any formal childcare qualifications as there is no legal requirement to hold any, however the Nanny would have relevant experience of working with children

Training Routes and Qualifications:

- There are nanny agencies that you can join who will support you with finding employment, contracts, application forms and much more
- There are also opportunities for Nannies to become registered on the Ofsted Voluntary Childcare Register
- This enables the family receiving the childcare to access appropriate tax credits. It also entitles the Nanny to receive the Early Years and Extended Services Team newsletters and to access training opportunities and funding. In the event of the Nanny having a vacancy for work the Family Information Service will market the Nanny's service to parents and carers looking for childcare
- Prior to registration, Bath and North East Somerset require Nannies to complete a 12 hours Paediatric First Aid Training course, Unit 1 of the Diploma in Home Based Childcare or an equivalent and satisfactory completion of a Criminal Records Bureau disclosure
- To find out more about registering on the Voluntary Childcare Register attend a Briefing Session, organised by the Early Years Foundation Stage Team. Contact the Family Information Service to find out more and book your place, 01225 395343.

Employment Rights:

Anyone who works in a private home is treated as an employee if they only work for one family. This means they are entitled to benefit from the same employment rights as other employees.

These rights include:

- A contract of employment
- The right to receive payslips
- The right to receive an annual statement of pay and tax deducted (P60)
- Protection from unfair dismissal
- Redundancy pay if made redundant after at least two years' service
- Paid holidays
- Maternity pay
- Sick pay
- National Minimum Wage (not live-in nannies living as part of the family)

Be aware that if you employ a Nanny you will need to provide your employee with certain rights - see <https://www.gov.uk/browse/employing-people>

BABYSITTING

Definition:

- A Babysitter is someone who looks after children in the parents/carers home, usually between the hours of 6pm and midnight
- A Babysitter may not have formal childcare qualifications but would need to feel confident to care for child/children safely
- A Babysitter would ideally have previous experience of working with children
- There is no set minimum age for a Babysitter, however ideally a babysitter would be at least 16 years of age or over
- It is the parents/carers responsibility to ensure that the Babysitter is competent and capable of looking after their child/children safely.

When babysitting:

- Arrange to meet the child/children and get to know them before being left to care for them
- Know where the parent/carer is, have an emergency contact number
- Find out about allergies and dietary requirements
- Find out about bedtime routines and what to do if the child is unsettled
- Ensure that you will be able to get home safely after your Babysitting shift and let someone know where you are and when to expect you home

Useful website:

www.nspcc.org.uk

WORKING WITH CHILDREN AND YOUNG PEOPLE WITH ADDITIONAL NEEDS

Definition:

- Working with children aged 0 to 20 who have additional needs and/ or disabilities and their families
- Working in a variety of settings in a school/ special school, a nursery/ pre-school playgroup/ out of school club, in the home or in residential/ social care

Job Roles:

- Early Years Practitioner eg, Nursery Nurse, Nursery Worker, working specifically with a child or children with additional needs.
- Playworker, Playleader or Deputy Playleader posts within SEN Playschemes
- Early Years Support Workers, Development Officers for Additional Needs & Disabilities or Special Support Team
- SENCo (Special Educational Needs Co-ordinator)
- Volunteer in SEN Playschemes, Barnardo's Support Worker or the Pre-School Learning Alliance VIP Scheme.

Training Routes and Qualifications:

- A level 2 or 3 childcare qualification will allow you to work as a Playworker or Playleader respectively
- Optional units within a qualification could have a SEN focus
- Work based training for levels 2, 3 or higher may be undertaken at any time during your employment
- If you have no qualifications you will work towards a level 2 childcare qualification

Experience

There is a range of special needs training available. You can also increase your experience of hands on work by volunteering or by asking employers to support you working alongside children with additional needs/disabilities.

CHILDREN'S CENTRES

The aim of a Children's Centre is to provide a range of services in one location. Agencies and organisations will be encouraged to work together to deliver services that meet individual needs by both young children and their parents and stretch aspirations for their future.

Some Children's Centres can offer:

- High quality integrated early education and childcare
- Good quality teacher input to lead the development of learning
- Support services for families
- Child and family health services, including antenatal services
- Support for children with special needs and their parents
- Sessions with agencies including Jobcentre Plus, Family Information Service and other services where families can drop in and get their questions answered
- Courses for families including Stay and Play sessions and adult and family learning sessions, breast feeding support, healthy eating, smoking cessation, relationship counselling
- Encouragement and support for parents thinking about training or a new job

There are 11 Children's Centres in Bath and North East Somerset:

Bath East:

- Parkside Children's Centre 01225 396662
- St Martin's Garden Children's Centre 01225 396002
- Weston Children's Centre 01225 396398

Bath West:

- First Steps Twerton 01225 444791
- First Steps Moorlands 01225 317123

Keynsham and Chew Valley

- Chew Valley Children's Centre 01225 395455
- Keynsham Children's Centre 01225 395400

Somer Valley

- Radstock Children's Centre 01225 396660
- Midsomer Norton Children's Centre 01225 396858
- Paulton Children's Centre 01225 396667
- Peasedown Children's Centre 01225 396792

For more information about 'What's On' at your local Children's Centre contact the Family Information Service on 01225 395343

SCHOOL BASED ACTIVITIES

Schools work with pupils, parents, the local community and local providers to plan and provide access to a range of school activities usually outside of the curriculum.

Schools offer

- A varied range of activities (including study support and play) and childcare (in primary schools)
- Parent support
- Early Identification and Support
- Community use of facilities including adult and family learning and ICT

There is evidence that these activities can help to:

- Improve pupil attainment, self-confidence, motivation and attendance
- Reduce exclusion rates
- Better enable teachers to focus on teaching and learning
- Enhance children's and families access to services

Details of local school programmes will be on the school website or can be obtained by contacting the school directly. For full details of schools in the area contact the Family Information Service by calling 01225 395343, sending an email to fis@bathnes.gov.uk or texting a message to 07980998906.

FAMILY SUPPORT

What can Family Support do for families?

- It is aimed at prevention of family breakdown and providing support to children and young people at risk
- Can provide advice and support to progress a child's plan or return a child to their family
- Will give families strategies to cope with difficult parenting situations

Family Support is provided in many types of settings here are two examples:

Early Intervention:

- Work closely with Extended Services and Children's Centres to ensure families are accessing services early enough
- Promote work with and support families in the community such as 'Stay and Play' sessions
- Offer support and intervention working with families, either in a group setting e.g. parenting skills courses or one to one sessions in the home

Social Care:

- Work with social workers and other professionals
- Work to prevent family breakdown and provide support to children and young people at risk, through one to one sessions or group work
- Contribute to assessments on safety and protection of children

Training Routes and Qualifications:

- Require a Level 3 qualification or equivalent in a relevant area such as childcare, social care or youth work.

TEACHING

Teaching is a rewarding profession in more ways than one, offering fantastic career prospects and development opportunities. You can teach in early year's settings, primary and secondary schools.

Ultimately, you could progress to a senior management position such as deputy or assistant head and, of course, head teacher.

Training Routes and Qualifications:

Initial teacher training comes in all shapes and sizes, providing options to suit everyone – no matter what your qualifications, experience, preferences or personal circumstances.

There are many different programmes available depending on your circumstances. All programmes lead to qualified teacher status (QTS), which you will need if you want to teach in state-maintained schools.

Undergraduate teacher training

Train to be a teacher while completing a degree.

Bachelor of education (BEd)

Bachelor of arts or science with QTS (BA or BSc)

Postgraduate teacher training

Already have a degree? Train to be a teacher in one to two years.

Postgraduate certificate in education (PGCE)

School-centred initial teacher training (SCITT)

Employment-based teacher training

Train and qualify as a teacher while working in a school.

Schools Direct

Teach First

School-centred initial teacher training (SCITT)

Assessment-based teacher training

If you have substantial teaching experience but do not hold QTS in the UK, you could consider taking this route.

Overseas trained teachers

Overseas Trained Teacher Programme (OTTP)

Useful Website:

This website takes you through all the different routes into teaching and helps to decide the best route for you.

www.education.gov.uk/get-into-teaching/teacher-training-options.aspx

This website takes to you current vacancies within the council.

www.bathnes.gov.uk/services/jobs

TEACHING ASSISTANT/SUPPORT STAFF IN SCHOOLS

Definition:

- Employed in a variety of functions in support of teachers and duties will vary between schools
- Work alongside teachers in the classroom, helping pupils with their learning on an individual or group basis
- Some specialise in areas such as literacy, numeracy, special education needs, music, English as an additional language, and the creative arts

Job Roles:

- Can also be known as a Classroom Assistant, School Support Staff, Learning Support Assistant / Co-ordinator or Higher level Teaching Assistant
- Head teachers will be looking for experience and/ or qualifications

Training Routes and Qualifications:

- Some start by offering to work in a local school for a few hours a week voluntarily, in order to ascertain whether they will like the work
- Most professional development for teaching assistants is completed in post

Useful website:

<https://nationalcareersservice.direct.gov.uk/advice/planning/jobprofiles/Pages/teachingassistant.aspx>

www.bathnes.gov.uk/services/jobs

YOUTH SUPPORT/ YOUTH WORK

Definition:

- Working primarily with young people aged 13 to 19 however can extend from 11 to 25 years.
- Supporting young people in their adolescent years; the transition from childhood to responsible adulthood.
- Encouraging personal and social development.
- Helping young people to take a positive role in development of their communities and society.

Job Roles:

Youth Work is carried out in:

- Youth centres and clubs
- Special projects for arts, music or sports
- Targeted work in health, education, homelessness etc.
- Detached work on streets and estates

Youth Work is delivered by:

- Local councils – districts, boroughs, towns, parishes
- Voluntary organisations and charities

Youth Workers undertake a wide range of roles including:

- Direct work with young people
- Designing, delivering and evaluating programmes of activity with and for young people
- Supervising other youth work staff
- Managing buildings and resources and facilities for young people
- Liaising with other professionals, parents and community groups
- Careers after Youth Work can include working for voluntary organisations, health authorities, youth offending teams and working within local authority departments such as arts, leisure or housing

Training Routes and Qualifications:

- Many people start by volunteering at a local Youth Centre or project
- All Youth workers must attend an induction, an introduction to youth work and then essential training
- Professional Qualifying Training – Diploma, Foundation Degree and Post Graduate Degrees

SOCIAL CARE/ SOCIAL WORK

Social Care

- The term 'social care' covers a wide range of services, which are provided by local authorities and the independent sector
- Primary aim is to support children and young people within their families and communities
- Can include care at home, in schools, day centres or residential homes
- Offers targeted services to children in need, based on assessment of needs
- Safety and welfare of children and young people is paramount

Social Worker

- Work within integrated teams receiving new social care referrals
- Undertake all initial and core assessments and Child Protection enquiries
- Formulate plans with families to meet identified needs
- May involve working closely with other organisations including the police, NHS, schools and probation service
- Focus on ensuring children and young people can remain with or be returned to their families safely
- Plan for a secure alternative permanent home where this is not possible
- Provide support to young people leaving care or who are at risk or in trouble with the law
- Requires a professional qualification to practice

Social Work Assistant

- Can be a support or training role towards social work
- May not require any training or qualifications before you start but you will be expected to train whilst working
- Can undertake national vocational qualifications in children's care or learning and development

Disability Teams

- Primary aim is to safeguard and promote the welfare and achievement of children and young people with disabilities and complex health needs
- Support children and young people with permanent and substantial disabilities or health needs, and their families

- Support their education
- Undertake a range of statutory social care duties for children and families
- Involves working with special support teams, e.g. hearing or visual impairment, complex communication/ Autism. Multi-sensory impairment, mental health
- Short-break residential care provides overnight stays for children and young people with learning/physical disabilities and severe learning disability and/ or challenging behaviour

Children and Young People in Care

- Provides specialist support and services to looked after and adopted children and their carers and families
- Focuses on improving life chances for looked after children through education, health, community and leisure opportunities and stable social care
- Work in partnership across Children's Services, with partner agencies and voluntary and community sectors from early years to adulthood
- Includes Residential Services, Fostering and Adoption

Useful Websites:

<http://www.skillsforcare.org.uk/Social-work/Social-work.aspx>

You can apply for extra or different financial help if you are studying for a career in social work, medicine, dentistry, or certain areas of healthcare.

<https://www.gov.uk/student-finance/extra-help>

FOSTERING AND ADOPTION

Fostering

- You can make a positive difference to a child or young person's life
- You will be providing care and support at a time when they need it most
- Most children will have experience of early adversity and may display a range of behaviours that do not make it easy for them to fit into a family initially
- You may consider fostering a child/ children with disabilities
- Children need care for many reasons and for different lengths of time
- There are different types of foster care: Short Term, Respite, Long term, Parent and Child Placements, Contract Care and Respite for children with disabilities
- You will be working as part of team supporting the child

Adoption

- You will have a lifetime commitment providing a loving, permanent family for a child/ children who cannot return to their birth family
- You will take on the legal rights and responsibilities for the child
- Most children will have experience of early adversity and may display a range of behaviours that do not make it easy for them to fit into a family initially

For more detailed information on fostering and adoption in Bath and North East Somerset contact:

By Telephone: 01225 394949,

By email: fpt_duty@bathnes.gov.uk,

By post: Fostering and Adoption, PO Box 3343, Bath,
BA1 2ZH

Web: www.bathnes.gov.uk/services/children-young-people-and-families/adoption-and-fostering

CHILDREN'S HEALTH SERVICES

There are many careers within Health Services that relate to working with children, young people and families.

Doctor

- Can have varied careers: key elements are the diagnosis, care and treatment of illness, infection, disease and injury also to promote health and well being
- There are various specialisations a doctor can choose, those related to children are paediatrics, obstetrics and the combined field of obstetrics and gynaecology
- Paediatrics: focuses on the child within the family, working to minimise the adverse effects of disease and injury, allowing children to lead quality lives
- High academic standards are essential to enter medical schools
- Once qualified, you must register with the General Medical Council to practise

Children's Nurse / Paediatric Nurse

- Involves caring for physically or mentally ill children and young people under the age of 18 and providing support for their families
- Work in hospitals, day care centres, child health clinics and the child's home
- Need to understand how a healthy child develops towards adulthood and how to minimise the impact of illness/hospital admissions on a child
- Requires non-verbal communication skills to be able to spot when a child's health takes a turn for the worse
- Will need to complete the Diploma or Degree in Nursing, leading to registration with the Nursing and Midwifery Council.

Midwife

- Offers individual care to women and their families during pregnancy
- Supports the mother and her partner as well as helping with the birth of the baby
- Support continues from the confirmation of pregnancy through to post-natal period

- May work in the community, providing services in women's homes, local clinics, children's centres and GP surgeries
- Hospital based midwives can work on antenatal, labour and postnatal wards and neonatal units
- Need to undertake Degree or Diploma in Midwifery
- Some midwives are qualified nurses who undertake extra study to register as a midwife
- Once qualified you need to register with the Nursing and Midwifery Council to practise

Maternity Support Worker

- Assist midwives in caring for women and their babies through pregnancy, childbirth and the first few days after birth
- There are no minimum entry qualifications, although you will need a good general education
- It is possible to extend the role and obtain qualifications whilst working

Health Visitor

- A qualified or registered nurse or midwife who has undertaken further post registration training to work as a member of the primary healthcare team
- Promotes health and the development of children from birth to five years
- May work with mothers of young babies advising on feeding, safety, physical and emotional development
- Usually take over when community midwife's role ends
- Work with families at home and in the community
- Have a wider interest in how the young child grows and develops

Audiologists (Hearing impairment)

- Identify and assess hearing and/or balance disorders
- Recommend and provide appropriate management
- Need to be good at problem solving, a good communicator and be able to combine an analytical approach with a caring and understanding attitude
- 3 routes to becoming registered. BSc or MSc in Audiology; postgraduate conversion diploma

Allied Health Professionals ('therapists')

- Key players in the healthcare team
- Provide various treatments and therapies for either physical, emotional or mental healthcare
- Work with own caseload, but will also be part of a team
- May work with other professionals such as GPs, hospital doctors, teachers and social workers

Speech and Language Therapist

- Assess and treat speech, language and communication problems
- May also work with children who have eating and swallowing problems
- Work closely with teachers and other health professionals including doctors, nurses and psychologists
- Work in a variety of settings such as hospitals, schools, assessment units, community health centres, day centres or family homes
- Need a professional qualification at degree level plus registration with the Health Professions Council to practise

Occupational Therapist

- Assess and treat physical, psychological or social problems arising from illness or disability
- Use specific activities to focus on achievements rather than disabilities
- Analyse how effective treatment has been
- Work in hospitals, schools, community centres, GP practices, primary care and clients homes
- Need a BSc in occupational therapy and registration with the Health Professions Council to practise

Physiotherapist

- Treat people with physical problems caused by illness, accident or ageing, particularly those that affect the muscles, bones, heart, circulation and lungs
- See human movement as central to health and well being of individuals
- Work mainly within hospitals but can be found in special schools, leisure, sport and education
- Need a BSc in physiotherapy and registration with the Health Professions Council to practise

Play Therapist

- Work primarily with children aged three to eleven years and occasionally adolescents
- Work mainly with individual children and are skilled in developing communication and establishing relationships
- Lead playful activities and use play as a therapeutic tool
- Help children reach developmental milestones and overcome anxiety
- Support families and contribute to clinical judgements through play-based observations
- Children may be referred for a variety of reasons, depression, anxiety, aggression, family breakdown or domestic violence
- Minimum level 3 qualification in children's care or development is required
- Continuing professional development is expected

Therapy Assistants

- Work alongside professionals, preparing patients, setting up equipment and helping with the therapy
- There are no formal entry requirements
- Training is in service and there may be opportunities to progress to registered status, depending on the therapy

Useful websites:

National Health Service (NHS) Careers

www.nhscareers.nhs.uk

NHS Jobs

www.jobs.nhs.uk/

You can apply for extra or different financial help if you are studying for a career in social work, medicine, dentistry, or certain areas of healthcare.

www.gov.uk/student-finance/overview

LOOKING FOR WORK, CAREERS ADVICE AND COURSES

If you are interested in finding out more about working in early years, childcare and playwork please contact the Family Information Service by calling 01225 395343, sending an email to fis@bathnes.gov.uk or texting a message to 07980998906.

Bath and North East Somerset Council's Family Information Service can give you the following help and support:

- An Information Pack
- Information tailored to your individual needs during a one to one session with a member of the Family Information Service team

The Family Information Service also collates a list of childcare jobs that are available in Bath and North East Somerset. The link to the Childcare Jobs Vacancies is:

www.bathnes.gov.uk/services/children-young-people-and-families/childcare-early-years-play/family-information-service/wo

If you do not have access to the internet then you can request a copy of the latest job vacancies by contacting the Family Information Service.

Other local authorities in the region have websites which will contain pages on their job vacancies:

- Bath and North East Somerset Council
<https://jobs.bathnes.gov.uk/>
- Bristol City Council
<http://jobs.bristol.gov.uk/>
- North Somerset Council
www.n-somerset.gov.uk/Your+Council/Jobs/
- South Gloucestershire Council
<http://jobs.southglos.gov.uk/Page.aspx/10/Welcome>
- Wiltshire County Council
<http://jobs.wiltshire.gov.uk/>

You may also wish to:

- Contact/visit your local Jobcentre Plus office (see below) or visit <http://los.direct.gov.uk/default.aspx?type=1&lang=en>
- Contact/visit Youth Connect if aged 19 or under (see below for contact details)
- Check local Further Education Colleges. Most will have notice boards within the childcare department
- Check the local papers for job adverts
- Visit your local volunteer centre for opportunities to volunteer with children, young people or families.

The other organisations and agencies below may also be useful to you:

Bath and North East Somerset – Skills and Local Employment
www.bathnes.gov.uk/services/skills-and-local-employment

Bath and North East Somerset – Youth Connect
Telephone 01225 396980 or email
YouthConnect_Service@bathnes.gov.uk

Jobcentre Plus

Jobcentre Plus is a government agency supporting people of working age from welfare into work, and helping employers to fill their vacancies.

<http://jobseekers.direct.gov.uk>

City of Bath College Adult Community Learning

For adults (19 and over) who have few or no qualifications Call 01225 352440/352438

National Carers Service

For advice on careers and learning whether you want to develop new skills, improve your job prospects or change jobs completely. They can help you every step of the way including information on benefits, childcare, writing your CV and funding courses.

<https://nationalcareersservice.direct.gov.uk/Pages/Home.aspx>

Tel: 0800 100 900

Learn Direct

Learn Direct provide on line courses and Learn Direct Centre offering a wide range of basic skills courses including home based learning, language courses, computer literacy and numeracy skills. The also provide level 2 national certificates.

www.learndirect.co.uk

Tel: 0800 101 901

Graduate Prospects

This is an official careers website for university graduates.

Website: www.prospects.ac.uk

Schemes to help you to find work:

If you don't have a job, there are several national schemes to help you find work or get work experience.

The Work Programme can help you prepare for, find and stay in work. If you're already working part-time, it could help you to increase your hours. The Work Programme may include you taking part in activities to help you find work like work experience and training and further support. The support you get will be tailored to your individual needs and circumstances.

Other schemes to help you find work include:

- Work Trial
- Employment on Trial
- Access to Work and Work Choice

www.gov.uk/browse/working/finding-job

Bath and North East Somerset – Skills and Local Employment

www.bathnes.gov.uk/services/skills-and-local-employment

Other Funding Opportunities

Discretionary Learner Support

DLS is there to give you a helping hand towards travel, study materials or other costs you might incur while you're studying. You can use DLS to study for a wide range of qualifications, including BTECs, NVQs, GCSEs and A-levels.

www.gov.uk/discretionary-learner-support

Career Development Loan Helpline

Phone: 0800 100 900

Website: www.gov.uk/career-development-loans/overview

USEFUL LOCAL CONTACTS

Family Information Service

Keynsham Civic Centre, Market Walk, Keynsham, Bristol, BS31 1FS

Telephone number: 01225 395343

Email: fis@bathnes.gov.uk

Text number: 07980998906

Website: www.bathnes.gov.uk/fis

Facebook: www.facebook.com/bathnesfis

List of Childcare Vacancies in Bath and North East Somerset:

www.bathnes.gov.uk/services/children-young-people-and-families/childcare-early-years-play/family-information-service/wo

The following teams are part of Early Years and Extended Services, Bath and North East Somerset Council:

Training Team: Telephone 01225 394426

Childminding Team: Telephone 01225 395343

Other useful contacts in Bath and North East Somerset Council:

Fostering and Adoption

Bath and North East Somerset Children's Services, Riverside, Temple Street, Keynsham, Bristol, BS31 1DN

Tel: 01225 395332

Email: fpt_duty@bathnes.gov.uk,

Website: www.bathnes.gov.uk/services/children-young-people-and-families/adoption-and-fostering

Youth Work

Youth Connect, Bath & North East Somerset Council, Lewis House, Manvers Street, Bath BA1 1JG

Tel: 01225 396980

Email: Youthconnect_Service@bathnes.gov.uk

Website: <http://www.bathnes.gov.uk/services/children-young-people-and-families/youth-connect>

Volunteer Centres

Bath and North East Somerset Volunteer Centre – for details of volunteering opportunities in the area:

www.vol-centre.org.uk

To look for volunteering jobs in other parts of the country:

www.volunteering.org.uk

Local Colleges and Training Providers

Bath Area Play Project

Tel: 01225 832479

Email: enquiries@bapp.org.uk

Website: www.bapp.org.uk

Bath University

Tel: 01225 388388

Website: www.bath.ac.uk

Bath Spa University

Tel: 01225 875875

Website: www.bathspa.ac.uk

Bath College City Centre

Tel: 01225 312191

Website: www.citybathcoll.ac.uk

Bath College Somer Valley

Tel: 01761 433161

Website: www.nortcoll.ac.uk

City of Bristol College

Tel: 0117 312 5000

Website: www.cityofbristol.ac.uk

Norland College

Tel: 01225 904040

Website: www.norland.co.uk

South Gloucestershire and Stroud College (SGS)

Tel: 0117 9312121

Website: www.stroud.ac.uk

University of Bristol

Tel: 0117 9289000

Website: www.bris.ac.uk/

University of Gloucestershire

Tel: 0844 801 0001

Website: www.glos.ac.uk

University of the West of England

Tel: 0117 965 6261

Website: www.uwe.ac.uk

Weston College

Tel: 01934 411411

Website: www.weston.ac.uk

Wiltshire College

Tel: 01225 350035

Website: www.wiltshire.ac.uk/

USEFUL WEBSITES

British Association of Play Therapists

www.bapt.info

CACHE

www.cache.org.uk

City & Guilds

www.city-and-guilds.co.uk

Children and Young People Now

www.cypnow.co.uk

Children's Workforce Development Council

www.cwdcouncil.org.uk

Learning Partnership West

www.lpw.org.uk/

Daycare Trust

www.daycaretrust.org.uk

Department for Education

www.education.gov.uk

Edexcel

www.edexcel.org.uk

Learn Direct

www.learndirect.co.uk

National Careers Service

<https://nationalcareersservice.direct.gov.uk/Pages/Home.aspx>

National Day Nurseries Association

www.ndna.org.uk

National Extension College

www.nec.ac.uk

National Health Service

www.dh.gov.uk

NHS Careers
www.nhscareers.nhs.uk

National Open College Network
www.nocn.org.uk

Open University
www.open.ac.uk

Ofsted (Office for Standards in Education)
www.ofsted.gov.uk

Playwork Partnerships
www.playwork.co.uk

Preschool Learning Alliance
www.pre-school.org.uk

PACEY (Professional Association for Childcare and Early Years)
<http://www.pacey.org.uk/>

Skills Active
www.skillsactive.com

Skills Funding Agency
<http://skillsfundingagency.bis.gov.uk/>

Training and Development Agency for Schools (TDA)
www.education.gov.uk/get-into-teaching?&gclid=CJD3uOvt7LUCFaLHtAodCkQAtg

Young People's Learning Agency
www.education.gov.uk/aboutdfe/executiveagencies/b00199952/the-education-funding-agency

GLOSSARY OF TERMS

Au Pairs	Are usually young people from overseas who stay in the family home and look after children of all ages in exchanges for board, lodging and pocket money.
BA (Hons)	Bachelor of Arts Honours Degree – level 6 Qualification. The Early Childhood Studies Degree is now available at local universities.
BTEC	Business and Technical Education Council - The BTEC Nationals are vocational qualifications to prepare students equally for direct entry into employment or for progression to higher education. The new qualification has three sizes, all at National Qualification Framework Level 3: BTEC National Award, BTEC National Certificate and BTEC National Diploma. The BTEC First Diploma is level 2.
CACHE	Council for Awards in Care, Health and Education – an awarding body that specialises in courses and qualifications for people who work or want to work in the sector. These qualifications can be accessed via a college or private training provider.
DBS Service	Disclosure and Barring Service, previously CRB Checks - The method of checking that a person is suitable to work with children and other vulnerable people
City & Guilds	A provider of vocational qualifications across a range of subjects in the United Kingdom. Their qualifications assess skills that are of practical value in the work place.

Department for Education

Leads work across Government to ensure that all children and young people, stay healthy and safe, secure an excellent education and the highest possible standards of achievement, enjoy their childhood, make a positive contribution to society and the economy, have lives full of opportunity, free from the effects of poverty

EDEXCEL

Edexcel is an awarding body that offers qualifications across many career areas. These qualifications include BTEC and NVQs in childcare and can be accessed via a college or private training provider.

EYSEFD

Early Years Sector-Endorsed Foundation Degree – a higher education qualification at level 4. It is open to all those working in the early years settings. Students will need to have a level 3 qualification and at least 2 years experience to enrol for this qualification.

NOCN

National Open College Network – an awarding body for adult education through open college networks around the country. Qualifications available include basic skills, working with children and childcare.

National Vocational Qualification NVQ

Work related, competency based qualifications. You continue to work, studying part-time and build a portfolio of your achievements. An NVQ assessor will assess your portfolio and observe your work. The award levels are set to the National Occupational Standards and go from level 1 to level 6. A number of awarding bodies deliver these courses via colleges, universities and private training providers

Office for Standards in Education (OFSTED) Inspect and regulate to achieve excellence in the care of children and young people, and in education and skills for learners of all ages. Ofsted brings together the wide experience of four inspectorates to make a greater difference for every child, and for all young people and adult learners, in England.

Open University OU Britain's largest university with more than 200,000 students studying at home or in their workplace. They offer degrees in a range of related childhood and playwork studies.

PLA The Pre-school Learning Alliance is a leading voluntary sector provider of early year's care and education as well as a registered Charity. Their work is dedicated to supporting the work of community pre-schools, whether through training courses, quality assurance systems, local visiting by skilled advisers, a range of helpful publications and other merchandise, advice and helplines, advocacy or help with PR and fundraising.

Practitioners Refers to anyone who works with children, young people and their families.

Provision/ Childcare Provider Setting An individual or place that provide childcare, play opportunities or early years education for children.

Skills Funding Agency and Young People's Learning Agency

These bodies are responsible for planning and funding high quality education and training for everyone in England other than those in universities. They are committed to improvement of the further education and training sector to raise standards and to make learning provision more responsive to the needs of individuals and employers. They also provide information on training plans and work-related training in your local area.

Vocationally Related Qualification (VRQ)

Can be gained at a further education college, sixth form college or other learning centres. There are a variety of full-time and part-time courses leading to qualifications to suit your needs.

ACKNOWLEDGEMENTS

With thanks to Worcestershire County Council's Early Years and Childcare Service for use of their Working with Children, Young People and their Families booklet in writing this document.

This document can be made available in a range of community languages, large print, Braille, on tape, electronic and accessible formats. For further information please contact Family Information Service on 01225 395343.