



Portage Practitioner

Service	Reporting to	Location	Grade	Salary	Hours
Early Help	Early Help Team Manager	Citywide	3A	£16,269 - £17,706	18 hours per week

About the role

- The Portage role is crucial to deliver a Portage home visiting service to children aged 5 and under with additional needs or disabilities and their families.
- The key main is to support families in an asset-based approach, to assess support and promote their child's development.
- In consultation with the family, you will design and implement specific teaching programs needed to promote their child's development.
- The continued ongoing assessment of the child's development is key to support them with the transition to an early Years setting.
- Along with child development support, you will respond to the emotional and practical support the family may need as required.
- Working from our Early Help Family Hubs and Gateways, providing universal and targeted support. You will do this through the Salford Family Partnership Early Help offer, supporting families to achieve positive outcomes.

Key outcomes

- To deliver a Portage home visiting service to children aged 5 and under with additional needs or disabilities and their families.
- To work closely with families to assess, support and promote their child's development.
- To design and implement specific teaching programs, in consultation with the family, and to give parents the skills to carry out teaching techniques needed to promote their child's development.
- To visit families on a regular basis at their homes.
- To carry out ongoing assessments of the child's development.
- To plan an appropriate response for a family visit and to modify plans according to changing family needs.
- To provide written reports to parents and relevant professionals involved with the child and family.
- To provide emotional and practical support for families as required.
- To work in a flexible way as to consider the needs of the family.
- To support the child and their family in transition to their first educational placement.

Job code:
Job score:
Date of evaluation:

#HappytoTalkFlexible



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- To support the transition to an early years setting to meet the individual needs of the child.
- To plan and facilitate Stay and Play Groups for children and families.
- To act in the role of non-designated key worker for identified families on their caseload.
- To work as part of a multi-disciplinary team.
- To contribute and deliver training to staff teams.
- Managing, planning, and monitoring your own timetable effectively and recording input to families as appropriate.
- Working as part of the Early Help Team.
- To be responsible for team resources.
- To be aware of and follow recommended Portage Good Practice Guidelines.
- Participating in the supervision and appraisal process.
- The postholder must carry out their duties with full regard to the City Council's Equal Opportunities, Health and Safety and Community Strategy policies.
- To contribute and demonstrate commitment to the City Council's Crime and Disorder Reduction Strategy.
- To undertake any other such duties that are reasonably commensurate with the level of this post.

What we need from you

- To model and demonstrate our values and behaviours.
- Professional qualification in Childcare equivalent to Level 3 (or above).
- Professional experience of working with children under 5 years old and with children with additional needs and special educational needs.
- Specialist knowledge of working with young children & families of a child with additional needs.
- Knowledge of the Special Educational Needs Code of Practice.
- A commitment to equal opportunities supported by an inclusive environment.
- A thorough knowledge and understanding of child development and of the Early Years Foundation Stage Framework.
- A working knowledge of the Statutory Assessment process and understanding of good inclusive practice and effective transitions.
- An understanding of how early speech and language develops.
- Knowledge of Portage, Early Support and Safeguarding procedures.
- Ability to support early identification of children with SEND, and how to identify their needs and support families.
- Ability to work with children and their families and gain their trust.
- Ability to communicate effectively, orally and in writing to a wide range of people particularly with parents.
- Ability to be imaginative and flexible to meet the needs of the child & family.
- A strong commitment to partnership working. With the ability to provide advice and guidance in a supportive manner and build positive relationships.
- Ability to devise and employ effective early intervention strategies.
- Ability to work independently, be organised and to take initiative.

- Ability to prepare enjoyable and practical programmes of activities for pre-school children with Special Educational Needs.
- Ability to maintain clear records.
- Ability to work as an effective team member.
- Ability to plan and prioritise workloads within a range of complex and varied tasks.
- Willingness to travel within the city on a regular basis.
- The willingness to work flexibly to meet the needs of families & the service, including occasional evenings and weekends.

What we can offer you

Your ongoing professional development and success in your role is important to us, and that is why we provide a variety of learning and development opportunities. Within the sections below you will find development options tailored to you which will enable you to further develop your existing skills and learn new ones at a pace that suits you best. If you are joining us now, your development will form part of ongoing discussions with your manager. If you are an existing employee, you should use your Personal Development Reviews to discuss your development with your manager and create your development journey. It's important you also take full advantage of any informal learning available to you during the course of your work.

Online learning

Develop your knowledge across a wide range of areas through our Me-Learning platform, with over 200 free courses to choose from. To have the best possible start and comply with current legislation, you must complete the following modules: Welcome to Salford, Health and Safety in the Office, GDPR, Equality Essentials, and Safeguarding Children and Adults. You may also benefit from a variety of courses in categories such as Business Skills, IT and Project Management which are available to learn at your own convenience and pace.

Professional Development

Gain role specific skills and time to learn through a wide range of development opportunities. Learn whilst working and get support towards your qualification through an apprenticeship standard. Access professional development ranging from entry level to master's type qualifications, including achieving a role appropriate qualification. Details can be found on [the Institute of apprenticeships](#) website.

A digital organisation

Developing your digital skills

Our ambition is to provide our workforce with the right level of digital capabilities needed to be successful. Whatever your current digital abilities are, we can provide development ranging from essential workplace skills to specialist workplace skills. These will be delivered through our Digital Skills Academy using both self-directed and guided learning opportunities to enable you to develop. Additionally, you can access free online courses through the [iDea](#) website.

Sharing your digital skills

Our goal is to support you to share your digital knowledge with other people. Our Digital Eagles programme has been designed to cover basic digital skills and build your confidence to assist others. By the end of this programme you will join hundreds of staff members who already are digital eagles, and be able to help colleagues, customers, residents, or people in your personal life with all things digital.

Our organisation's values

We have four values: Pride, Passion, People, Personal responsibility.

[Our four values](#) are central to the way we communicate about the council and the way in which we behave with colleagues, customers, and partners - so that we live and breathe our values each day.

Our values



Pride

Passion

People

Personal responsibility

Application guidance

We are a values-based organisation so reflecting our values or a values-based approach in your evidence will support your application.

The different sections of this role profile are there to give you an understanding of the purpose of the role. The 'what we need from you' section outlines the minimum criteria you will need to meet within your application.