

Best Start Senior Inclusion Practitioner

Role Profile

Service: Best Start Family Hubs
Band: Band 7
Reporting to: Service Manager for Best Start Family Hubs
Responsible for: Best Start Inclusion Practitioners



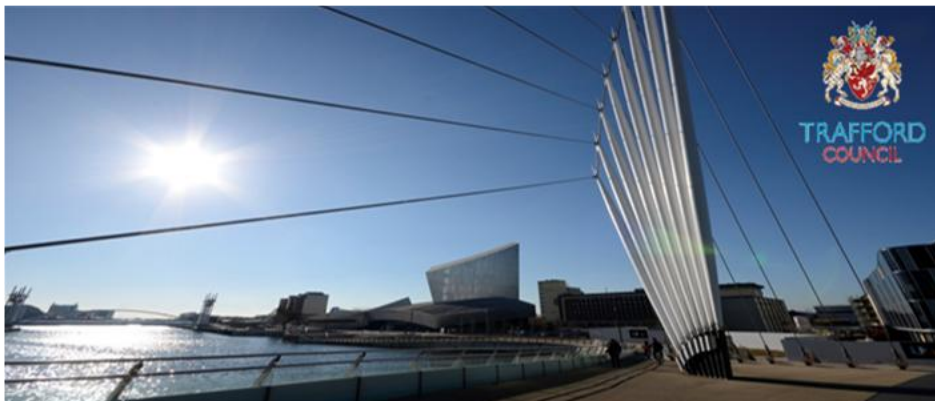
About Us

Trafford is a great place to live, work, learn and visit. From its leafy suburbs, to its more urban areas, the borough takes pride in its strong, diverse communities, its cultural and sporting heritage and its position at the heart of the region's economic powerhouse.

Trafford Council and its partners in the public, private and third sectors have a Vision which sees us working together to close inequality gaps and maximise Trafford's huge potential.

Our vision: Trafford – where all our residents, businesses and communities thrive

At the heart of our vision is a common cause – we want to make Trafford a better borough. We want to make it a place where everyone has a chance to succeed and where everybody has a voice. Through our new vision, we are making a commitment to work together across different services and agencies to make the best use of our resources.



Our Culture

Trafford Council employs around 2300 non-school members of staff and as one of the biggest employers in the borough, we work hard to make Trafford Council an employer of choice. We care what you think and believe you are more than just a job role. We have a great benefits' package and a real focus on your health and wellbeing, as well as extensive learning, succession and development opportunities.

For us, it's not just about *what* we achieve as an organisation, but *how* we do it. Therefore, all employees are expected to display our **EPIC** values.

At Trafford Council we are EPIC

We EMPOWER – We inspire and trust our people to deliver the best outcomes for our customers, communities and colleagues.

We are PEOPLE CENTRED – We value all people, within and external to the organisation and give those around us respect. We will act with honesty and integrity in all that we do and create an environment that enables everyone we work with to thrive and succeed.

We are INCLUSIVE – We are committed to creating an environment that values and respects the diversity and richness differences bring.

We COLLABORATE – We build relationships, collaborate; treat people as equal partners and work together to make things happen.

About the Role

This Role Profile outlines the key tasks you will be expected to perform to give you an understanding of a typical day and the key activities that you will be expected to deliver or contribute to the delivery of.

The 'About You' section explores what qualifications, experience, skills and knowledge you will need for the role.

We are a values-based organisation and you will need to reflect our values, as well as the requirements in 'About You' in your application.

Overview

Best Start Family Hubs are a central part of the government's ambition to give every child the best start in life by bringing together early support, health, early years and community support for families with babies and young children (0-5 years). Having established the foundations of the programme, Trafford is now transitioning into the next phase of delivery, with a clear focus on impact, quality and inclusion.

The Best Start Senior Inclusion Practitioner (BSSIP) plays a key senior operational delivery role in supporting the government's ambition for every child to reach their potential. Through line management responsibilities and oversight, the role ensures consistency and equity across the team to ensure that high-quality early identification and inclusive practice is applied across the Best Start Family Hubs, ensuring that children with emerging or additional needs are identified early, supported effectively and not left behind.

Your Main Priorities

- Lead and coordinate inclusive practice across the Best Start service, ensuring children aged 0-5 years and their families receive timely, targeted support to improve outcomes and reduce inequalities
- Provide specialist advice, guidance and mentoring to practitioners, support children with additional or emerging needs and work collaboratively with partner agencies to ensure families receive appropriate interventions at the earliest opportunity.
- Develop and lead integrated working with specialist services and 'Experts at Hand', to ensure there is joined up support for families, championing inclusion across Family Hubs and contributing to service development in line with local and national Best Start priorities.
- Undertake full line management responsibilities for Best Start Inclusion Practitioners (BSIPs).

Key duties

- Lead and champion inclusive practice across Best Start and Family Hub services to improve outcomes for children and families.
- Provide specialist advice, guidance and mentoring to practitioners, promoting high-quality early intervention, interventions and support for families.
- Identify, assess and coordinate support for children with emerging additional or complex needs, ensuring timely access to appropriate services.
- Provide management oversight and support where there are greater complexities and needs for a family, developing, implementing and reviewing outcome-focused support plans.
- Support the early identification of developmental concerns and SEND, advising families and practitioners on pathways and available interventions.
- Develop and lead on effective partnerships with health, education, social care and voluntary sector organisations to deliver coordinated, family-centred support.
- Empower and support parents and carers to build resilience, access services and improve outcomes for their children.
- Contribute to safeguarding activity, ensuring concerns are identified, managed and escalated in accordance with local procedures.
- Monitor, evaluate and maintain accurate records of interventions, outcomes and service activity, ensuring compliance with statutory and organisational requirements.
- Support quality assurance, service improvement and the implementation of local and national Best Start priorities.
- Deliver training, coaching and practice development activities to enhance practitioner knowledge, skills and confidence.
- Promote equality, diversity and inclusion, ensuring services are accessible and responsive to the needs of all children and families.
- Undertake full line management responsibilities for BSIPs, including performance management.
- Undertake any other duties commensurate with the grade and which may be required by the Service.

About You

Qualifications and Professional Development

- Degree level or equivalent professional qualification in early years, education, health, SEND or a related field
- Evidence of continuous professional and personal development

Experience and Knowledge

- Significant experience of working with children and families within early years, family support, early help or family hub services
- Experience supporting children with additional needs, developmental concerns or SEND
- Experience of multi-agency working and partnership collaboration
- Practical experience of undertaking assessments and developing support plans
- Experience of managing complex family situations and identifying appropriate interventions, providing guidance and advice to others
- Experience and knowledge of Safeguarding children
- Experience of supporting, mentoring and supervising others and analysing service performance information
- Knowledge of local SEND systems, early years provision and family support pathways, SEND Code of Practice (2015), Children and Families Act 2014 and barriers facing young children with SEND

Skills and abilities

- Ability to work creatively to find the most effective ways to support inclusion and parent/carers engagement
- Ability to work flexibly across settings and adapt support to local need and to work constructively as part of a team
- Ability to plan, prioritise and manage workload across the Best Start Inclusion Practitioners across the neighbourhoods
- Ability to use observation, screening tools and professional judgement to inform early support and to distinguish where possible between those who need more supportive interactions from those who might have a medium to long term need in conjunction with other professionals
- Strong communication and relationship building skills, with the ability to persuade and influence professional practice
- Ability to model Trafford's relational approach to build positive trusted relationships with children, families and professionals
- Strong assessment, planning and problem-solving skills
- Ability to analyse information and produce clear reports for Best Start Family Hub management information, reporting and continuous improvement
- Ability to develop and deliver training packages to others or to facilitate workshops
- Proficient IT skills with the ability to use technology and relevant systems effectively as part of the role

Special Conditions

- Enhanced DBS required
- Willing and able to regularly travel to sites within Trafford and occasionally outside of the borough

- Occasional flexible working to promote engagement to support working families

Date prepared/revised	New role 18.9.26
Prepared/revised by	Z Sweeney
Job Evaluation	18.9.26

Health and Safety

To operate safely within the workplace with regard to the Council's health and safety policies, procedures and safe working practices. To be responsible for your own Health and Safety and that of other employees.

Equalities & Diversity

To work within the Council's Equalities and Diversity Policy, embracing through personal example, open commitment and clear action that diversity is positively valued, resulting in access for all by ensuring fair treatment in employment, service delivery and external communications.

Customer Care

To continually review, develop and improve systems, processes and services in support of the Council's pursuit of excellence in service delivery.
To recognise the value of its people as a resource.

Training and Development

To identify training and development needs with your manager, taking an active part in your Personal Development and Review Plan. To access development opportunities as they arise and share learning with others and where appropriate, actively encourage a learning environment and development within others.

Policy

To work at all times within the established policies and practices of the Council, within the framework established by the Council Constitution and associated guidance.

Information Governance

Confidentiality is of prime importance. In the normal course of duties, the post holder will have access to personal and or sensitive information relating to service users, staff and contractors, as well as information of a commercially sensitive nature. Such information should not be communicated to anyone outside or inside the Council unless done in the normal course of carrying out the duties of the post. Disciplinary action will be considered where a breach of confidence and or data breach has been established.

All information obtained or held during the post-holders period of employment that relates to the business of the Council and its service users and employees will remain the property of the Council. Information may be subject to disclosure under relevant legislation.

To ensure information is shared safely and complies with information governance standards and associated legislation.