Unit 3, Craig Court
Standish Street
St Helens
Merseyside
WA10 1GJ

Tel: 01744 661201

Dear Sir/Madam

Please find enclosed an employment information pack as requested.

Please ensure that you complete the application form fully as any incomplete / unsatisfactory applications will not be considered for short listing. In particular you are advised to ensure that any gaps in previous employment are fully explained and that a full employment history is provided. In completing the Personal / Additional Information Statement you are advised to refer to the Person Specification enclosed within the pack.

In this pack you will find a:

- Company Statement
- Safeguarding Statement
- An outline of the selection process.
- Person Specification and Job Description
- A Safer Recruitment Application form.

Please ensure that you read and complete each of the documents and return promptly to Inspire CS Group at the above address.

Alternatively, you may wish to email your documents to recruitment@inspirecs.org

Yours Faithfully

Nicola Gordon
HR/Office Manager

Company Statement

Inspire CS Group

Established in 2009, Inspire CS Group is an experienced provider of specialist residential childcare, supported accommodation and education services for children and young people across the Northwest of England.

We work closely with Local Authorities, families and other professionals to provide high-quality, individualised care, education and support for children and young people, including those with complex and additional needs.

Our children's residential homes provide safe, welcoming and nurturing environments where young people can develop positive relationships, build confidence and achieve their individual potential. Alongside our residential services, we provide supported accommodation designed to promote independence, personal development and the skills young people need as they prepare for adulthood.

Our independent school provides tailored educational opportunities for children and young people who require additional support to engage in learning and achieve positive educational outcomes.

At Inspire CS Group, we recognise that the quality of our services depends upon the commitment, skills and dedication of our employees. We are proud of our experienced teams and believe in investing in our people through ongoing training, professional development and opportunities for career progression.

Our approach is centred around providing consistent, compassionate and child-focused care, ensuring that every young person is treated with dignity, respect and understanding.

Our Principles

- **Safeguarding and Welfare:** The safety, welfare and wellbeing of children and young people are paramount in everything we do.
- **Child-Centred Care:** Every young person is an individual with their own needs, experiences, aspirations and potential. Our care and support are tailored accordingly.
- **Positive Relationships:** We believe that trust, consistency and positive relationships are fundamental to helping young people feel safe, valued and supported.
- **Partnership Working:** We recognise the importance of working collaboratively with families, Local Authorities and other professionals to achieve the best possible outcomes.
- **Empowerment and Independence:** We encourage young people to develop confidence, resilience, life skills and the ability to make informed choices about their futures.

Our Values

Respect and Dignity

We treat every child, young person, colleague and professional with dignity, fairness and respect, recognising and valuing individual differences.

Safeguarding and Protection

We maintain a strong safeguarding culture in which the safety and welfare of children and young people remain our highest priority. All employees are expected to demonstrate professional accountability and a commitment to protecting those in our care.

Equality, Diversity and Inclusion

We actively promote equality of opportunity, celebrate diversity and challenge discrimination, ensuring that everyone feels valued, respected and included.

Compassion and Understanding

We recognise that many of the young people we support have experienced significant challenges. We approach their care with patience, empathy and understanding, providing consistent support that reflects their individual experiences and needs.

Positive Outcomes

We are committed to helping young people achieve their aspirations, develop self-esteem and resilience, and make positive progress in their education, relationships, independence and personal development.

Professionalism and Accountability

We expect all employees to demonstrate integrity, honesty and professionalism in their work, maintaining appropriate boundaries and taking responsibility for the quality of care and support they provide.

Continuous Improvement

We are committed to reviewing and improving our services, learning from experience, listening to feedback and promoting a culture of openness, reflection and professional development.

Valuing and Developing Our People

We recognise that our employees are central to the success of Inspire CS Group. We are committed to supporting their wellbeing, recognising their contributions and investing in their training and career development, enabling them to deliver the highest possible standards of care, education and support.

Safeguarding Statement

Inspire CS Group

Inspire CS Group is fully committed to safeguarding and promoting the welfare, safety and wellbeing of all children and young people within our care and support services. We recognise that safeguarding is everyone's responsibility and that creating a safe, nurturing and supportive environment begins with the recruitment of suitable, committed and appropriately qualified individuals.

We are committed to maintaining a culture of safeguarding vigilance, professional accountability and openness, ensuring that all employees understand their responsibility to protect children and young people from abuse, neglect, exploitation and all other forms of harm.

Our commitment to safeguarding begins at the earliest stage of our recruitment process. We operate robust safer recruitment procedures designed to deter unsuitable individuals, identify potential safeguarding concerns and ensure that those appointed are suitable to work with children and young people.

Our recruitment and safeguarding practices are informed by relevant legislation, statutory guidance and recognised good practice, including:

- **Working Together to Safeguard Children (2026).**
- **The Children's Homes (England) Regulations 2015**, including Regulation 32 and Schedule 2.
- **The Supported Accommodation (England) Regulations 2023**, including Regulation 17 and Schedule 1.
- **The Safeguarding Vulnerable Groups Act 2006**, as amended.
- **Relevant Disclosure and Barring Service (DBS) guidance** and applicable safer working practice guidance.

Safeguarding is embedded throughout our organisation and is supported by the following policies, procedures and working practices.

Whistleblowing Policy

Inspire CS Group promotes an open and transparent culture in which all employees are encouraged and expected to raise concerns about unsafe practices, inappropriate conduct or behaviour that may place children and young people at risk.

All staff are made aware of their responsibility to report safeguarding concerns, including concerns involving colleagues or members of management. Employees are supported in raising genuine concerns without fear of victimisation or retaliation.

Safeguarding and Child Protection Policy

Our Safeguarding and Child Protection Policy establishes clear procedures for identifying, responding to, recording and reporting concerns relating to the safety and welfare of children and young people.

All employees are expected to remain vigilant, recognise potential indicators of abuse, neglect and exploitation, and take appropriate action in accordance with organisational safeguarding procedures and local safeguarding arrangements.

Where necessary, concerns will be referred promptly to relevant external agencies, including Children's Social Care, the Police, the Local Authority Designated Officer (LADO) and Ofsted, in accordance with applicable reporting requirements.

Equality, Diversity and Inclusion Policy

Inspire CS Group is committed to promoting equality, diversity, inclusion and respect throughout all aspects of our services.

We recognise that every child and young person has the right to feel safe, valued, respected and protected from discrimination, harassment, abuse and exploitation, regardless of their background, identity, abilities or individual circumstances.

Our employees are expected to uphold these principles and promote an inclusive environment that respects the rights and individual needs of every child and young person.

Online Safety and Digital Safeguarding Policy

We recognise the importance of safeguarding children and young people within the digital environment.

Our policies provide guidance on the safe and responsible use of technology, social media, electronic communication and internet access.

All employees are expected to maintain appropriate professional boundaries and remain alert to online safeguarding risks, including grooming, exploitation, cyberbullying, inappropriate contact and exposure to harmful or abusive content.

Safer Recruitment Procedures

Inspire CS Group operates comprehensive safer recruitment procedures to ensure that individuals appointed to work within our services are suitable to undertake their responsibilities.

These procedures include appropriate pre-employment checks, such as verification of identity, employment history, explanations for employment gaps, references, relevant qualifications, right to work in the UK and appropriate Disclosure and Barring Service checks, including barred-list checks where legally required and permitted.

Any discrepancies, omissions or concerns identified during the recruitment process will be appropriately explored before an appointment is confirmed.

Staff Induction and Safeguarding Training

All newly appointed employees undertake a structured induction programme that introduces the organisation's safeguarding responsibilities, policies, procedures and expectations.

Safeguarding training forms an essential part of employee development and is regularly reviewed and updated to reflect changes in legislation, statutory guidance, local safeguarding arrangements and emerging risks.

Employees are expected to maintain their safeguarding knowledge and demonstrate their understanding through everyday practice.

Professional Conduct and Boundaries

All employees are required to adhere to Inspire CS Group's Code of Conduct and maintain the highest standards of professional behaviour.

This includes maintaining appropriate professional boundaries, treating children and young people with dignity and respect, recognising positions of trust and ensuring that all interactions are safe, appropriate and consistent with safeguarding expectations.

Any concerns regarding professional conduct will be taken seriously and addressed in accordance with organisational policies and relevant safeguarding procedures.

Staff Supervision and Management Oversight

Inspire CS Group recognises the importance of effective supervision, management oversight and ongoing professional development in maintaining safe and high-quality services.

Employees receive regular supervision appropriate to their role and responsibilities, providing opportunities to reflect on practice, discuss safeguarding matters, identify concerns and receive guidance and support.

Safeguarding remains a key consideration within staff supervision, team meetings, management oversight and quality assurance processes.

Designated Safeguarding Responsibilities

Inspire CS Group has identified designated safeguarding responsibilities within its management structure to ensure that safeguarding concerns are appropriately managed, monitored and escalated.

Designated safeguarding personnel provide advice and guidance to employees, oversee safeguarding processes and support effective communication with relevant statutory agencies.

All employees are made aware of the appropriate safeguarding reporting arrangements and their individual responsibilities.

Managing Allegations and Safeguarding Concerns

Inspire CS Group takes all allegations, disclosures and concerns relating to the conduct of employees seriously.

Any allegation or concern suggesting that an employee may have harmed a child, placed a child at risk of harm or behaved in a manner that raises questions about their suitability to work with children will be addressed promptly and in accordance with our safeguarding, allegations management and disciplinary procedures.

Where appropriate, concerns will be referred to the Local Authority Designated Officer (LADO), Children's Social Care, the Police, Ofsted and the Disclosure and Barring Service (DBS), in line with relevant statutory requirements and referral thresholds.

Appropriate action will be taken following a fair and thorough process. This may include disciplinary action, dismissal and referrals to relevant external agencies where required.

Safeguarding Partnerships and Multi-Agency Working

Inspire CS Group is committed to working collaboratively with local safeguarding partners, placing authorities, social workers, education providers, healthcare professionals and other relevant agencies.

Our safeguarding procedures reflect current local multi-agency safeguarding arrangements and the principles of *Working Together to Safeguard Children (2026)*.

We recognise that effective communication, information sharing and professional challenge are essential to protecting children and young people and ensuring that safeguarding concerns are appropriately addressed.

Our Commitment

Inspire CS Group is committed to creating and maintaining a safe, supportive and nurturing environment in which children and young people are protected, listened to, respected and supported to achieve positive outcomes.

We recognise that safer recruitment is an essential first step in safeguarding, but that the responsibility to protect children and young people continues throughout every aspect of employment and service delivery.

Safeguarding is everyone's responsibility, and we expect every employee to demonstrate an unwavering commitment to the safety, welfare and wellbeing of the children and young people entrusted to our care.

Inspire CS Group

Selection Process

Dear Candidate,

Thank you for your interest in joining Inspire CS Group.

We are committed to recruiting individuals who share our values and demonstrate the skills, knowledge, professionalism and commitment required to provide high-quality care, education and support to children and young people.

Safeguarding and promoting the welfare of children and young people is central to our recruitment process. All appointments are subject to appropriate safer recruitment checks in accordance with relevant legislation and statutory guidance.

Our selection process for permanent and bank staff positions will normally involve the following stages:

1. Application and Shortlisting

All applications will be assessed against the relevant Job Description and Person Specification.

It is important that applicants complete all sections of the application form accurately and provide sufficient information to demonstrate how they meet the requirements of the position. Incomplete applications may not be considered for shortlisting.

2. Employment History

Applicants must provide a full employment history, including details of previous employment, relevant voluntary work and explanations for any gaps in employment.

Any discrepancies or unexplained gaps may be explored during the recruitment process.

3. Employment References

Inspire CS Group will seek a minimum of two satisfactory written references, including a reference from the applicant's most recent employer, where applicable.

Additional references may be requested where necessary, particularly where an applicant has previously worked with children or vulnerable adults.

References will be obtained directly from referees using our standard reference procedures. Where reasonably practicable, we will seek to verify the reasons for leaving previous positions involving work with children or vulnerable adults.

4. Written Assessments

Depending on the position applied for, candidates may be required to complete a written exercise or other relevant assessment.

These assessments are designed to evaluate knowledge, understanding, communication skills and suitability for the role, including safeguarding awareness where appropriate.

Candidates will be informed of any assessment requirements as part of the interview arrangements.

5. Formal Interview

Shortlisted applicants will normally be invited to attend a formal interview conducted by a panel of two or more representatives of Inspire CS Group.

Interview questions will relate to the Job Description, Person Specification, relevant experience, professional values and safeguarding responsibilities.

Applicants are encouraged to familiarise themselves with the requirements of the position and be prepared to provide examples of their experience and suitability.

6. Involvement of Children and Young People

Inspire CS Group recognises the importance of involving children and young people in decisions that may affect their care and support.

Where appropriate, children and young people may contribute to the recruitment process through interview questions, written exercises or other suitable methods of participation.

Their views will be considered as part of the overall selection process.

7. Management and Senior Appointments

Applicants for management and senior positions, including Deputy Manager, Registered Manager and Service Manager roles, may be required to undertake additional assessments.

These may include presentations, scenario-based exercises or assessments designed to evaluate leadership, safeguarding knowledge, decision-making and management capabilities.

Details of any additional requirements will be provided in advance.

8. Opportunity for Questions

All candidates will be given an opportunity to ask questions about the position, the organisation, employment expectations and any other relevant matters during the interview process.

9. Assessment and Selection Decision

Following the interview and any associated assessments, the selection panel will consider each candidate's overall suitability against the requirements of the position.

Decisions will be based on the application, interview performance, relevant assessments and any other appropriate information obtained through the recruitment process.

10. Disclosure and Barring Service Checks

All successful applicants will be subject to an appropriate Disclosure and Barring Service (DBS) check, including a check of the relevant barred list where legally required and permitted.

Applicants will also be required to complete the relevant criminal record self-disclosure documentation, where applicable.

Applicants are not required to disclose convictions or cautions that are protected under current legislation and DBS filtering rules.

The disclosure of a criminal conviction or caution will not automatically prevent employment. Any relevant information will be considered fairly and individually, taking account of the nature of the offence, its relevance to the position and applicable safeguarding requirements.

However, deliberately providing false information or failing to disclose information that an applicant is legally required to declare may result in withdrawal of an offer of employment.

11. Conditional Offers of Employment

Successful candidates will normally be notified of the outcome of their interview as soon as reasonably practicable.

Any offer of employment will be conditional upon satisfactory completion of all relevant safer recruitment and pre-employment checks, which may include:

- Verification of identity and right to work in the UK.
- Satisfactory employment references.
- Verification of employment history and explanations for gaps.
- Appropriate DBS and barred-list checks, where applicable.
- Verification of relevant qualifications and professional registrations.
- Any additional checks required by the nature of the role or relevant legislation.

Inspire CS Group must be satisfied that the applicant is suitable for the position before employment is confirmed.

12. Terms and Conditions of Employment

Successful applicants will receive information regarding their proposed terms and conditions of employment, including salary, working arrangements and other relevant contractual details.

Any questions regarding employment terms and conditions may be directed to our HR/Administration Team on **01744 661201.**

13. Contract of Employment and Commencement

A contract of employment will be issued to successful applicants in accordance with the organisation's recruitment procedures.

Employees will be required to sign and return the relevant contractual documentation and complete all necessary onboarding requirements.

The commencement of employment will be subject to the satisfactory completion of applicable safer recruitment checks and confirmation of an agreed start date.

Job Description

Job Title: Registered Manager – Children's Residential Services

Salary: £40,000 – £58,101 per annum, dependent upon experience, the number of homes managed, and any additional responsibilities undertaken.

Performance Bonus: Additional bonus opportunity of £2,500–£5,000, subject to agreed performance criteria, including occupancy, safeguarding, quality of care and Ofsted inspection outcomes.

Hours: 37 hours per week, with flexibility to meet the operational requirements of the service, including participation in out-of-hours management support arrangements. Additional night-time support, where required and agreed, is paid at £50 per night.

Responsible to: Head of Services / Principal Director

Reports to: Head of Services

Overall Purpose of the Role

To provide effective leadership, management and oversight of a designated children's residential home, or homes where separately registered with Ofsted, ensuring the delivery of high-quality, safe and child-centred care.

The Registered Manager is responsible for ensuring that the home operates in accordance with the Children's Homes (England) Regulations 2015, the associated Quality Standards, relevant statutory guidance and Inspire CS Group's policies and procedures.

The postholder will promote a positive safeguarding culture, maintain effective management oversight and ensure that children and young people receive consistent, nurturing care that supports their individual needs, development and outcomes.

1. Leadership and Management

1. Provide effective day-to-day leadership and management of the designated children's home, ensuring that its operation reflects the Statement of Purpose and regulatory requirements.
2. Establish and maintain a positive, child-centred culture that promotes safeguarding, professional accountability, teamwork and continuous improvement.
3. Provide clear direction, guidance and support to employees, ensuring that roles, responsibilities and professional expectations are understood.
4. Ensure that appropriate staffing arrangements, rotas and management cover are maintained to meet the assessed needs of children and young people.
5. Monitor staff performance, address concerns promptly and ensure appropriate supervision, appraisals and professional development arrangements are in place.
6. Chair regular staff meetings, promoting reflective practice, effective communication and opportunities for service improvement.
7. Work collaboratively with the Head of Services, Responsible Individual and senior management team to support the effective operation and development of residential services.

2. Safeguarding and Child Protection

8. Ensure that safeguarding and the welfare of children and young people remain central to all decisions, care practices and operational arrangements.
9. Maintain effective safeguarding procedures and ensure that all employees understand their responsibilities for recognising, reporting and responding to safeguarding concerns.
10. Ensure that incidents, allegations, complaints and safeguarding concerns are appropriately recorded, investigated, evaluated and escalated in accordance with organisational procedures and statutory requirements.
11. Demonstrate professional curiosity and ensure that safeguarding concerns, patterns of behaviour and emerging risks are recognised and appropriately addressed.
12. Ensure that Regulation 40 notifications and other required statutory notifications are completed accurately and submitted to the relevant authorities within appropriate timescales.
13. Promote positive behaviour support, appropriate professional boundaries and trauma-informed approaches to working with children and young people.

3. Quality of Care and Children's Outcomes

14. Ensure that children and young people receive individualised care that reflects their assessed needs, care plans, placement plans and personal aspirations.
15. Oversee the development, implementation and regular review of care plans, risk assessments, behaviour support plans and health plans, ensuring that all documentation is accurate, current and reflects each child's individual needs.
16. Ensure that children and young people are actively involved in decisions affecting their lives and that their wishes, feelings and views are appropriately considered.
17. Promote positive outcomes in education, health, emotional wellbeing, relationships, independence and personal development.
18. Maintain effective working relationships with social workers, placing authorities, families, education providers, healthcare professionals and other relevant agencies.
19. Ensure that placement referrals, assessments and matching decisions are carefully considered, with due regard to the needs, compatibility and safety of all children living within the home.
20. Ensure that medication is administered, stored, recorded and monitored safely in accordance with organisational procedures and relevant requirements.

4. Regulatory Compliance and Quality Assurance

21. Ensure that the home operates in accordance with the Children's Homes (England) Regulations 2015, the Quality Standards, Ofsted requirements and relevant statutory guidance.
22. Maintain effective systems for monitoring and evaluating the quality of care, safeguarding practice, staff performance and regulatory compliance.
23. Ensure that all records, reports and documentation are accurate, maintained appropriately and subject to effective management oversight.
24. Review Regulation 44 reports, respond to recommendations and ensure that identified actions are completed within appropriate timescales.
25. Lead and contribute to Regulation 45 quality of care reviews, ensuring that findings are supported by evidence and used to identify improvements in children's experiences and outcomes.
26. Ensure that incidents, physical interventions, missing-from-care episodes, safeguarding concerns and other significant events are reviewed and evaluated to identify learning and improve practice.
27. Prepare the home for internal and external monitoring, quality assurance audits and Ofsted inspections, ensuring that required information and evidence are readily available.
28. Ensure that any shortfalls identified through inspections, audits or management oversight are promptly addressed and that improvements are embedded into everyday practice.

5. Staff Recruitment, Development and Performance

29. Contribute to the recruitment and selection of suitable employees in accordance with Inspire CS Group's safer recruitment policies and statutory requirements.
30. Ensure that new employees receive appropriate induction, guidance, supervision and support to develop their knowledge and competency.
31. Monitor staff training and development needs, ensuring that mandatory and role-specific training requirements are met.
32. Conduct regular staff supervision, appraisals and performance reviews, ensuring that records are maintained and any identified actions are followed up.
33. Address concerns relating to staff conduct, capability, attendance or performance in accordance with organisational policies, with support from senior management and HR where appropriate.
34. Promote a supportive working environment that encourages professional development, staff wellbeing, accountability and retention.

6. Health, Safety and Operational Management

35. Ensure that the home provides a safe, welcoming and well-maintained environment that meets the individual needs of children and young people.
36. Oversee health and safety arrangements, fire safety, environmental risk assessments and maintenance requirements, ensuring that concerns are appropriately reported and addressed.
37. Ensure that individual and activity-based risk assessments are implemented and reviewed to support safe practice while promoting appropriate independence and positive risk-taking.
38. Monitor the effective use of the home's resources and budgets, ensuring appropriate financial accountability and value for money without compromising the quality of care.
39. Ensure that all administrative, recording and reporting responsibilities are completed accurately and within required timescales.
40. Maintain appropriate confidentiality and ensure compliance with relevant data protection legislation and organisational information-sharing procedures.

7. Professional Development and Wider Responsibilities

41. Take responsibility for maintaining the qualifications, knowledge, skills and professional competence required to undertake the Registered Manager role.
42. Attend regular supervision and management meetings with the Head of Services and contribute positively to organisational development and service improvement.
43. Maintain constructive relationships with Ofsted, local authorities, commissioning teams and other relevant professionals.
44. Participate in out-of-hours management support arrangements and provide operational assistance where reasonably required to ensure the safe running of the service.
45. Maintain the ability to travel between services and undertake transport duties involving children and young people where required, authorised and appropriately insured.
46. Undertake other reasonable duties consistent with the responsibilities and seniority of the position, as directed by senior management.

Important Information

The nature of residential childcare requires flexibility, professional judgement and the ability to respond appropriately to changing circumstances.

The Registered Manager will be expected to demonstrate a high level of commitment, reliability and accountability, recognising that the needs and safety of children and young people may occasionally require work outside normal office hours.

All employees are expected to uphold Inspire CS Group's values, safeguarding responsibilities and commitment to equality, diversity and inclusion.

This position is subject to appropriate safer recruitment checks, including an enhanced DBS check with children's barred-list information where legally required and permitted.

Appointment as Registered Manager is subject to the relevant Ofsted registration and suitability requirements.

Reviewed: November 2026

Inspire CS Group

Person Specification

Job Title: Registered Manager – Children's Residential Services

Qualifications

Essential

- Level 5 Diploma in Leadership and Management for Residential Childcare (England), or a recognised equivalent, or a commitment and ability to obtain the required qualification within the statutory timescale.
- Willingness to undertake additional training and professional development relevant to the role.

Desirable

- Level 3 Diploma in Residential Childcare.
- Additional qualifications in leadership, management, social care or a related discipline.

Experience

Essential

- At least two years' experience within the previous five years in a position relevant to the residential care of children.
- At least one year's experience supervising and managing staff working in a care role.
- Experience of safeguarding children and young people with complex or additional needs.
- Experience of care planning, risk assessment, incident management and multi-agency working.

Desirable

- Previous experience as a Registered Manager or Deputy Manager within a children's residential home.
- Experience of managing Ofsted-regulated services.
- Experience of managing staffing arrangements, budgets and service improvement plans.

Knowledge and Understanding

Essential

- Thorough understanding of the Children's Homes (England) Regulations 2015 and the associated Quality Standards.
- Knowledge of the Guide to the Children's Homes Regulations, including the Quality Standards.
- Understanding of the Children Act 1989 and 2004, as amended, and relevant looked-after children legislation.
- Understanding of *Working Together to Safeguard Children 2026* and current safeguarding procedures.
- Knowledge of Regulation 40 notifications, Regulation 44 independent visits and Regulation 45 quality of care reviews.
- Understanding of Ofsted's inspection framework for children's homes.
- Knowledge of safer recruitment, staff supervision, performance management and professional boundaries.

- Understanding of equality, diversity, human rights and data protection requirements.
- Knowledge of trauma-informed care, attachment, positive behaviour support and safeguarding risks.

Skills and Abilities

Essential

- Strong leadership and management skills, with the ability to motivate, support and develop staff teams.
- Excellent written and verbal communication skills.
- Ability to maintain effective management oversight and identify shortfalls in practice.
- Ability to produce and evaluate high-quality care plans, risk assessments, safeguarding records and management reports.
- Effective organisational, planning and time-management skills.
- Ability to make sound professional judgements and respond appropriately to safeguarding concerns.
- Ability to challenge poor practice and implement effective improvements.
- Ability to establish positive working relationships with children, families, staff and external professionals.
- Good IT skills, including the ability to use electronic care planning, recording and management systems.
- Ability to manage resources and staffing arrangements effectively.

Values and Personal Attributes

Essential

- A genuine commitment to safeguarding and improving outcomes for children and young people.
- Honesty, integrity, professionalism and accountability.
- A compassionate, child-centred and respectful approach.
- Commitment to equality, diversity, inclusion and anti-discriminatory practice.
- Ability to remain calm, resilient and solution-focused in challenging situations.
- Willingness to accept feedback, reflect on practice and demonstrate continuous improvement.
- Flexibility and commitment to meeting the operational needs of the service.
- A positive approach to staff development, teamwork and professional relationships.

Professional Development

Essential

- Commitment to maintaining personal professional competence and regulatory knowledge.
- Willingness to participate in supervision, training and management development.
- Ability to identify and support the training and development needs of employees.

Other Requirements

Essential

- Ability to meet Ofsted's suitability and registration requirements for a Registered Manager.
- Satisfactory completion of all required safer recruitment and pre-employment checks.
- Ability to participate in out-of-hours management support arrangements.

- Ability to travel between services and transport children and young people where required, with appropriate driving eligibility and insurance.

Assessment Methods

Suitability will be assessed through a combination of:

- Application form and employment history.
- Formal interview.
- Written exercises, presentations or scenario-based assessments where appropriate.
- Verification of qualifications and relevant experience.
- Employment references and safer recruitment checks.
- Ofsted registration and suitability assessments.

Reviewed: November 2026

Inspire CS Group