Holiday Programme Senior Carer

Position Description

Position Title:	**Holiday Programme Senior Carer**
Last Updated:	**October 2026**
Children's Worker Status:	This position is a core children's worker role for the purposes of the Children's Act 2014.

Purpose of the Role

At AEW, our programmes focus on support, inclusion and safety. We take a neuro-affirming approach, recognising neurodiversity and supporting autistic children and young people in ways that value who they are.

The Holiday Programme Senior Carer is an experienced programme team member who supports the safe and positive participation of children and young people while also providing practical support and guidance to other Carers.

Senior Carers model good practice, help the Programme Lead with the smooth day-to-day running of the programme, and may take the lead on activities, transitions or other aspects of programme delivery as required. The Programme Lead remains responsible for overall programme and staff leadership.

This role does not involve therapy or clinical intervention.

Key Responsibilities

Area	Responsibilities
Child/Participant Supervision & Support	Provide high-quality supervision, care and support for children and young people attending the programme. Provide one-to-one or additional support where required. Understand and follow agreed participant support information, strategies and safety requirements. Support participation based on individual needs, interests and abilities. Support routines including transitions, meals, toileting where appropriate and sensory regulation. Model a calm, respectful, neuro-affirming and supportive approach. Provide a handover to parents or caregivers at the end of the day, including how the participant's day has gone, activities or experiences they

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	particularly enjoyed, and any wellbeing, behaviour, safety or support matters the family should know about.
Programme Support & Activity Leadership	Help the Programme Lead with the smooth day-to-day running of the programme. Assist with setup, delivery, adaptation and pack-down of activities. Lead small-group or whole-group activities where appropriate. Help coordinate transitions, outings and activities as requested by the Programme Lead. Use experience and judgement to identify emerging issues and raise them with the Programme Lead.
Team Support & Mentoring	Model good practice, professional boundaries and effective communication. Provide practical guidance and support to Carers, particularly new or less experienced staff. Help Carers understand programme routines, participant needs and agreed support approaches. Step in to provide additional support where a Carer or participant needs assistance. Raise any concerns about practice, staffing or support with the Programme Lead.
Safety, Safeguarding & Escalation	Help maintain a safe environment for participants, staff and others. Monitor participant wellbeing and safety and support Carers to use agreed strategies. Respond appropriately to emerging situations and involve the Programme Lead where decisions or escalation are required. Report significant concerns promptly. Make sure incidents, accidents and near misses you are involved in are reported accurately and contribute to required records. Follow AEW Health & Safety, Child Protection, Code of Conduct and safeguarding requirements.
Preparation & Participation	Attend required planning meetings, training and briefings. Make sure you understand relevant participant support needs information and programme requirements. Contribute practical insights to programme planning and preparation where requested. Follow AEW policies, procedures, agreed processes and the Holiday Programme Operations Manual. Maintain appropriate professional boundaries at all times.

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Reporting & Relationships

Reports to: Programme Lead

Works alongside: Carers, other Senior Carers and the wider programme team

Provides: On-the-ground guidance and support to Carers as required

Person Specification

Essential

- Neuro-affirming, respectful and child-centred approach.
- Experience supporting autistic children or young people, or children with additional support needs.
- Experience and confidence in responding to a range of participant needs.
- Ability to model good practice and provide practical guidance and support to other staff.
- Calm, reliable and able to use good judgement in a dynamic programme environment.
- Strong communication and teamwork skills.
- Able to identify when something needs to be escalated to the Programme Lead.
- Able to maintain appropriate professional boundaries.
- Able to meet and continue to meet all safety checking and suitability requirements that apply to a core children's worker role.

Desirable

- Previous AEW Holiday Programme experience.
- Experience mentoring, guiding or supporting other staff.
- Experience leading or facilitating activities with children or young people.

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