

Job specification

Social Care Regulatory Inspector

Grade: B1 Inspector

Section 1: Job description

Context

Ofsted is the Office for Standards in Education, Children's Services and Skills. We inspect and regulate services that care for children and young people, and services providing education and skills for learners of all ages. Every week, we carry out hundreds of inspections and regulatory visits throughout England and publish the results online. We also report on standards across the country and are accountable directly to Parliament. Ofsted's inspections are independent and impartial.

Social Care Regulatory Inspectors are part of the Inspections and Improvement Directorate. The Inspection and Improvement Directorate is responsible for delivering timely and high quality inspections in all institutions that Ofsted regulates and inspects, ensuring consistent standards across remits, developing high quality inspections and ensuring they are used to best effect on inspections, and supporting and promoting improvement in those services inspected and regulated.

Overall purpose

Reporting to the Regulatory Inspection Manager (RIM); Social Care Regulatory Inspectors are responsible for the regulation and inspections of children's social care within one of the eight Ofsted regions. This includes children's homes, boarding schools, residential family centres, fostering and adoption services, residential special schools and welfare in further education colleges under The Care Standards Act 2000 and associated legislation.

Social Care Regulatory Inspectors are responsible for raising standards and improving the lives of children and young people; and supporting the RIM in ensuring that Ofsted discharges its regulatory duties in a robust, consistent, effective and efficient manner.

Key accountabilities

The key accountabilities of the role are outlined below. However, this is an overview of the role and is not exhaustive. Ofsted reserves the right to assign other duties commensurate with the grade as required.

- To carry out the management of inspection and registration visits across a range of children's social care settings and services, in accordance with
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Ofsted's frameworks to ensure that only the best providers are registered and compliant with all regulations.

- To manage time effectively undertaking comprehensive and methodical preparation from a variety of sources to ensure that inspection is robust, consistent and effective.
 - To report publically on the quality of care provided to the most vulnerable children and young people and to make solid, well evidenced and sound judgements and decisions, acting at all times in the interests of children and young people.
 - Produce accurate and appropriately evidenced inspection reports published on behalf of Ofsted, which have robust and transparent judgements, based on sound evidence and which provide clear recommendations and assess safeguarding practices.
 - Use evidence to challenge providers, supporting improvement through rigorous challenging inspection and dissemination of good practice. Hold a case load of services of concern, driving improvement through inspection using the full range of Ofsted's enforcement powers, wherever required, ensuring that the safeguarding of children and young people are at the core of all activities.
 - To undertake evidence retrieval work, sharing best practice and lessons learned to inform inspection practice.
 - To support and contribute to the development of policy, frameworks, guidance and learning resources.
 - Take action with under-performing providers; recognising and evidencing poor or unsafe practice which identifies and effectively manages safeguarding issues and assesses the suitability of safeguarding arrangements within inspected settings.
 - Build and maintain productive working relationships, both externally with providers and authorities; and internally with stakeholders such as the Regulatory Inspection Managers and Social Care Compliance Inspectors - which foster professional challenge while maintaining the quality of the relationship.
 - From time to time, inspectors may contribute to the development of inspection methodology, surveys and the quality assurance of inspections.
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General responsibilities

- To work in accordance with Ofsted's policies and procedures.
- To ensure the safeguarding of children and students is paramount and at all times lead by example. Demonstrating and embedding Ofsted's core [values](#) of putting children and students first, upholding our independence, and exhibiting accountability and transparency in all we do.
- To contribute to organisational development initiatives as required.
- To adhere to responsibilities under health and safety legislation and policies.
- To demonstrate a positive commitment to [equalities and diversity](#).
- To contribute to building a "One Ofsted" culture.

Additional requirements of the role

The role holder is required to work flexibly to meet the needs of the business and the availability of providers; this may include some evening or weekend work, for example to meet with providers and children and young people in the evening or during the weekend.

The inspector role involves travelling to social care settings, and participating in meetings with team members and other colleagues. Some meetings and inspections may also require travel of substantial distances and overnight stays away from home.

The role holder will need to demonstrate awareness of relevant legal frameworks and legislation, taking personal responsibility for keeping this knowledge up to date to increase credibility. They should also take personal responsibility for sharing and maintaining a sound knowledge and understanding of current developments within the field which demonstrates sufficient expertise to maintain registration as a Social Worker.

Inspectors need to have good IT skills. They are expected to access information, reports and templates electronically. Inspectors are responsible for updating the Ofsted database in relation to the work they undertake, and producing reports, letters and instructions in electronic format and to a high standard.

Ofsted has identified this role as one which will require an enhanced criminal record check via the Disclosure and Barring Service (DBS). This role will bring you into direct contact with children or vulnerable adults, it may give you access to material or sensitive information.

Section 2: Person specification

Knowledge, skills and experience	Essential/ desirable	Tested by
<p>Qualifications</p> <p>Social work degree or an equivalent professional social work qualification (for example, a CQSW or DIPSW) or Level 5 Diploma in Leadership and Management for Residential Childcare or an equivalent as defined by the DFE Guide to Children's Homes Regulations, 2015.</p> <p>Current registration with Health and Care Professions Council (HCPC) (for qualified social work applicants only).</p>	<p>Essential</p> <p>Essential (for qualified social work applicants only)</p>	<p>Application form</p>
<p>Knowledge and experience</p> <p>Extensive knowledge and experience in social care.</p> <p>Full understanding of Social Care Frameworks.</p> <p>Sound knowledge of safeguarding and child protection processes and procedures.</p> <p>Significant understanding of childcare regulation, including a wide knowledge of practice and legislation.</p> <p>A commitment to continuous development and the ability to keep up to date with developments in the area of expertise.</p> <p>Ability to manage conflict effectively.</p> <p>Knowledge and experience of conducting regulatory work activities within social care.</p>	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Desirable</p>	<p>Application form/ assessment/ interview</p>

<p>Competency – Leadership</p> <p>Regulatory Inspectors are expected to lead timely and high quality regulatory inspections in a robust, consistent, effective and efficient manner. In doing so, they ensure that only the best providers are registered and ensure compliance with all regulations in line with Ofsted’s Frameworks, ensuring that the wellbeing and protection of children and young people are at the core of all activities.</p>	Essential	Assessment/ interview
<p>Competency – Drive and resilience</p> <p>Regulatory Inspectors are expected to show determination and tenacity. They are positive and forward-looking and challenge those that are reluctant to improve or change.</p>	Essential	Assessment/ interview
<p>Competency – Collaboration, communication and influencing</p> <p>Regulatory Inspectors are expected to build strong relationships and to communicate authoritatively and with clarity, both verbally and in writing. They influence others and understand the impact of their own behaviour on others.</p>	Essential	Assessment/ interview
<p>Competency – Judgement and effective decision making</p> <p>Regulatory Inspectors are expected to use evidence and knowledge to provide accurate, sound and transparent judgements acting at all times in the interest of the most vulnerable children and young people. Judgements will be based on clear and incisive thinking. They identify priorities and gather and analyse evidence to evaluate options before arriving at well-reasoned, justifiable decisions.</p>	Essential	Assessment/ interview

Section 3: Terms and conditions

Job title:	Social Care Regulatory Inspector
Grade:	B1 Inspector
Salary:	£44,464 per annum, rising to £49,464 on successful completion of probationary period. Performance related pay and awards also available for outstanding achievement.
Location:	Home-based
Basis:	Permanent
Hours:	Full-time
Travel requirements:	Significant national travel including some overnight stays

Allowances:

The post holder will receive an annual home based working allowance.

In addition to this, inspectors may apply for a vehicle user allowance if they use their personal vehicle as their primary mode of transport when travelling on Ofsted business.

Please note:

This is a non-reserved post under the Civil Service Nationality Rules and is therefore open to UK, British Commonwealth and European Economic Area (EEA) Nationals and certain non EEA members subject to immigration requirements. For the most up-to-date information on the requirements of working in the UK, please go to the UK Border Agency website:

<http://www.ukba.homeoffice.gov.uk/visas-immigration/working/>.

Section 4: Benefits

Ofsted is committed to maintaining employee health and wellbeing, whether it is physically, emotionally, financially or socially, and offers a range of benefits to support employees in this. Such benefits include the option to join the Civil Service Pension Scheme, professional and personal development opportunities, 32.5 annual leave days per annum (plus eight days public holiday) and counselling and advisory services for you and your family.



Safer recruitment

Our commitment

We put children and learners' wellbeing at the heart of everything that we do and, therefore, do all that we can to ensure those who work for us share our commitment. This is reflected in our rigorous recruitment processes and pre-employment checks.

We select the best candidates through good, thorough recruitment practice, ensuring equality of opportunity, and deterring, or rejecting, those who may not be suitable to work for Ofsted.

All roles require the following

- Your identity must be confirmed by sight of original official documents such as a Birth Certificate and photo identification such as a Passport.
- Original documents relating to all professional qualifications required to fulfil the post must be supplied.
- Full employment and education history since leaving secondary education must be provided. All gaps in employment and education history will be scrutinised by the selection panel to ensure there are no causes for concern.
- We will request a minimum of two references covering at least the last three years. The identity of all referees will be verified and they will be asked to comment on your suitability for the role you are applying for.
- We will consult any relevant records we hold which may provide additional information on your suitability.
- We reserve the right to take account of your presence in both public and social media in our selection decisions.
- We will ask you to provide details of any criminal history as appropriate. Guidance will always be provided in your application to help you understand what you must declare and when.
- Throughout selection, including at interview, the panel will probe your values and motivation for working with Ofsted.

At all stages, information you provide us with will be treated in confidence and in full accordance with legal requirements. For all roles which require a Disclosure and Barring Service check, this will be clearly outlined in the job specification.

You do not have to consent to these checks. However, if consent is withheld or revoked at any stage, we will be unable to proceed with your application.

All Ofsted employees are expected to understand their duties and responsibilities in relation to safeguarding children, young people and vulnerable adults. For those who are successful in joining Ofsted, this is continually assessed through probation and day-to-day performance management.

You can find out more about Ofsted's approach to safeguarding by reading our [Safeguarding Policy](#).