

Context statement

Job title: Keyworker Social Worker

Childrens Directorate/ Birth to Settled Adulthood / Team: Keyworker Service

Organisation structure

Reporting to: Preparation for Adulthood Area Practice Manager

Responsibility for: Co-ordinating care and support for children and young people on the Dynamic Support Register (see further details below)

This post will sit in the Preparation for adulthood Team within the Birth to Settled Adulthood Service.

Line management will be provided by the Preparation for Adulthood Area Practice Manager.

Context of work

The Dorset Keyworker Service sits within the Birth to Settled Adulthood (B2SA) Service of Dorset Council.

The B2SA Service supports children and young people aged 0-25 who are disabled or have complex needs to ensure their needs are met in a holistic way and are well prepared and supported as they move into adulthood. It is an integrated service with adult social care that sits within Children's Services and has been designed to improve the experience and outcomes of those with complex needs, who are disabled or have an impairment and their families. It proactively works with children and young people to promote the best possible opportunities for them into settled adulthood.

As part of a national drive by NHS England to improve outcomes for children and young people with Autism and/or a learning disability who have the most complex needs, the Keyworker Service will provide individual support to children and young people who are at risk of mental health hospital admission or who are in an inpatient setting, to prevent admission or reduce the time they need to spend in hospital.

The role will seek to bridge the gaps between health, education and social care services and offer bespoke personalised support to individuals and improve their lives by supporting families to receive the help and support at the right time.

This community-based service is commissioned by NHS Dorset as part of local arrangements to improve our integrated working and support offer to CYP and their families. Children and young people will be able to access Keyworker support when they are included on the Dorset Dynamic Support Register (DSR).

Not all children and young people that have Autism are held by the Birth to Settled Adulthood Service. Some children and young people will be under the care of Locality teams within Children's and/or Adult Services. There may be some children and young people who are not known to social care. Therefore, this role will need to reach across and work with children and young adults and families supported by the Multi-Disciplinary Team's (MDT'S) within the Locality Teams and health services.



Dynamic Support Register is the tool for local systems to:

A Dynamic Support Register (DSR) is a list of people with a learning disability and/ or autistic people who need support. People on the Dynamic Support Register are at risk of going into hospital if they do not get the right care and treatment in the community. It helps health and care staff understand the type of support a person with a learning disability and/ or an autistic person needs to stay well at home. Dorset Integrated Care Board manages the Dynamic Support Register.

The DSR enables systems to identify adults, children and young people with increasing and/or complex health and care needs who may require extra support, care and treatment in the community as a safe and effective alternative to admission to a mental health hospital.

The role of the Social Worker Keyworker:

Keyworkers support children, young people and their families to avoid admission to a mental health hospital wherever possible. Where admission to hospital cannot be avoided, the keyworker will remain as a core member of the professional network throughout the individual's period of admission, and be included in Care, Education, Treatment Reviews (CETRs) and support through to discharge.

The Social Worker keyworker role is:

- To build positive relationships children, young people and their families/carers and act as a key point of contact with the aim of avoiding an admission or facilitating discharge from hospital and continuity of care.
- Provide a personalised plan which is developed with the child young person and allied professionals.
- Be able to react and respond to the child or young person's changing needs.
- Identify and work to unblock and barriers or challenges, using established mechanisms across services.
- Work across the system and services and build strong working relationships within the system.

The main areas of responsibility are:

- Manage a case load of Children and young people who have been identified as requiring a keyworker.
- Work with other professionals across the system to identify children and young people who are at risk of hospital admission.
- Explain the DSR and Keyworker functions to child/young person and their families and gain consent for inclusion on the database and update information on the it whenever there are any changes.
- Provide updates to DSR meetings and any other appropriate meetings. This may involve gathering information from other professionals across the system
- Participate in Care, Education and Treatment Review's (CETRs), providing information and supporting the child/young person and their family.
- Follow up on any actions from CETRs and subsequent meetings to remind and to support implementation.
- Produce reports on completed work including recommendations for future service provision and identify opportunities for improvements in services.
- Evidence how the Keyworker role facilitates improved outcomes for children and young people.



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- Keep up to date records and support the evaluation of the role, providing relevant data and anonymised case studies
- Keep contemporaneous notes in a timely manner in line with policy
- Collect and collate feedback from children, young people and their families regarding their experiences of the Keyworker function.
- Work across B2SA, Locality Teams in Children services and NHS/Health Teams for coordination of care.
- Identify changes that would increase flexibility, integration, joined up working, improve communication and lead to better outcomes for children and young people with autism and/or learning disability
- Take part in and contribute to national and regional Keyworker Community of Practice events

Travel requirement

This position has a significant travel requirement. This means that there is a requirement for a vehicle (or transport deemed to be suitable by the Council) to be available on most working days in order to carry out normal duties. Employees in positions with a significant travel requirement are required to provide a replacement vehicle if their usual vehicle is not available over an extended period.

Other information

This service sits across the whole of Dorset Council area. You will be assigned to either the West or East of the County, however on occasions you may need to work outside of your designated area.

The ability to converse at ease with customers and provide advice in accurate spoken English is essential for the post.

An enhanced adults and children's DBS will be required for this role.

Context statement prepared by:			
Manager	Justine Collom	Date	4 July 2025

