

Mr. A. Curry,
Department of Education and
Science,
Elizabeth House,
York Road,
London.
SE1 7PH
CONFIDENTIAL

RP00366V

CH/DW/CMC

Mr. Watkins

DPA

7th May, 1987

Dear Mr. Curry,

Thank you for your letter of 29th April.

Mr. Jacobs was Assistant Principal, Secure Unit, at Amberdale Observation and Assessment Centre. The establishment provides care for 22 children in its open unit and eight children in the secure unit. The following are extracts from Mr. Jacobs' job description:

1. The assessment of residents, preparation of detailed reports and attendance at Court as required.
2. Physical and personal care of residents, including:
 - a. The development, implementation and review of individual care and treatment plans.
 - b. Providing for the basic needs of residents.
 - c. Providing for the social, emotional and recreational needs of residents.
3. Control and development of a small team of Residential Social Workers including:
 - a. Allocation of duties and responsibilities.
 - b. Support and supervision of staff.
4. Assisting in the administration of the home, including:
 - a. Responsibility for such financial systems and records as may be required.
 - b. Maintenance of health and safety at work standards in accordance with the Department's policy on legislation.

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5. Liaison with outside bodies and persons such as:
 - a. Other members of the Department - especially field social workers in respect of care and treatment plans.
 - b. Parents and relatives.
 - c. The local community.
6. Such other duties reasonably falling within the purview of the post as may be required.

The answers to your questions are:-

1. Mr. Jacobs did not teach children but, in the course of his duties, he often had to instruct them within the framework outlined by his job description.
2. Yes
3. This Department transfers annually sufficient money to cover the salary, and some other, costs of all the teachers employed in its establishments. These teachers are professionally responsible to the Director of Education but they also work within the overall control of the Officer in Charge of the establishment. In short, for some tasks they would be responsible to the Director of Education but for others they would be responsible to the Officer in Charge. A broad guide would be that on all professional educational matters they would be responsible to the Director of Education.
4. Mr. Jacobs does not have a teaching qualification. He does have a Certificate of Qualification in Social Work which he obtained at the North London Polytechnic.

I hope this information is helpful. I am not sure what else I can say which would be useful to you but if you wish to pursue the matter further this might be best done verbally as I could then respond to your queries.

Yours sincerely,

DPA

Assistant Director