



Job description: SPEECH & LANGUAGE THERAPIST

Job details

School:	Heritage House School
Salary / grade:	Bucks Pay Range 6-8 (Depending on experience and specialist qualifications) pro-rata
Hours:	Part time/Full Time (term time only plus INSET days)
Contract type:	Permanent
Responsible to:	Headteacher/Lead Therapist

Main purpose

- To provide a specialised child centred speech and language therapy service to meet the needs of staff and learners at Heritage House School including their partners, delivered as an integral part of their educational package.
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Duties and responsibilities

- To work collaboratively with the Multi-disciplinary teams (including teachers, LSA, therapists)
- To work with the Lead Therapist to support Speech and Language provision throughout the school
- To work in a multidisciplinary way with the leadership team and teachers. To implement personalised provision and programmes
- Maintain protocols and practices and associated records that adhere to standards set out by the Health and Care Professions Council and Royal College of the Speech and Language Therapists
- To provide a holistic and integrated approach to intervention
- To devise and review impact measurements to ensure effective support is in place. To contribute to the development of an effective communication environment through providing specialist advice and support to other professionals, staff and parents
- To design, deliver and evaluate training for staff, parents and partners
- To build positive relationships with parents and carers so that they can support their child's communication strengths and needs
- To write reports for families and relevant professionals regarding communication and interaction needs
- To ensure provision reflects EHCP requirements and that EHCP documentation is reviewed and updated annually. To attend and provide reports for EHCP meetings and case conferences as required
- To produce a termly impact report for Governors

- To contribute to termly newsletter updating on therapy support
- Attend and contribute to staff meetings and inset.
- Work as part of a multi-disciplinary team to enable access to the Heritage House School framework & Quest for Learning Framework, at appropriate key stages, through planning, delivery and support.
- Contribute to the development and maintenance of effective joint working practices between various staff groups.
- Contribute to the life and working practices, environment and ethos of the school/service.
- Assist with hosting visitors when required.
- Contribute to whole school development plan.
- Mentor colleagues from other professional groups new to the school

Research and Development

- Be a reflective practitioner. Considering and evaluating alternative and innovative approaches to the management of learners with complex communication difficulties, and participating in research as required
- To establish links with MDT colleagues, universities involved in training speech and language therapists in order to understand and influence the management of student learning
- To participate in research and development in relevant areas of work when opportunities arise

Resources

- Manage speech and language resources within the school
- to ensure resources are available to individual learners and demonstrate examples of resources that could be made available in class.

Supervision and personal development

- To uphold professional and clinical standards within the school and ensure personal competency is maintained through CPD
- To maintain links with NHS colleagues and specialist groups locally and nationally in order to keep updated with regards to clinical and service developments such as clinical excellence networks.
- To influence policy and development locally and nationally

Duties

- The school will facilitate a formal process of professional support and learning which enables the practitioner to develop knowledge and competence.
- The therapist will assume responsibility for their own practice and seek support as needed.
- To support the development of communication throughout the school

Further Duties

- To play an active part in the life of the school community, to support its vision and ethos and to encourage staff and students to follow this example
- To support the school in meeting its legal and statutory requirements
- To work within and actively promote the school's policies and values
- To be involved in extended school services
- To undertake other duties which may arise from time to time. These to be agreed with the line manager

Please note that this is illustrative of the general nature and level of responsibility of the work to be undertaken, commensurate with the grade. It is not a comprehensive list of all tasks that the postholder will carry out.

CONFIDENTIALITY AND DATA PROTECTION

- The post holder has a legal responsibility for all records s/he gathers or uses as part of his/her work. The post holder has a common law duty and statutory duty of confidentiality to protect any identifiable personal information. Guidelines must be closely followed and information must not be disclosed or copied to others unless in pursuance of legitimate duties and in line with the policies of Heritage House School and the Health and Care Professions Council.

HEALTH AND SAFETY

- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection and report all concerns to the Headteacher (or delegated member of staff)

DISCLOSURE AND BARRING SERVICE

- This post is classed as having a high degree of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. An enhanced disclosure will be sought through the Disclosure and Barring Service as part of Buckinghamshire County Council's pre-employment checks. Please note that additional information referring to the Disclosure and Barring Service is in the guidance notes to the application form. If you are invited to an interview you will receive more information.

WORKING ENVIRONMENT

- The work of the SALT is school-based but may require attendance at meetings and training in different locations

ACCOUNTABILITY

- Directly accountable to the Headteacher / Lead Therapist

Notes

- This job description may be amended at any time in consultation with the postholder.

Last review date: February 2024

Next review date: January 2025

Headteacher / line manager's signature:

Date:

Postholder's signature:

Date:

PERSON SPECIFICATION

SPEECH AND LANGUAGE THERAPIST

Qualifications and Experience	Essential	Desirable
Professional Speech and Language Therapy Degree or equivalent.	✓	
HCPC Registration.	✓	
Registered member of the Royal College of Speech and Language Therapists.	✓	
Post Graduate Qualification		✓
Good Communication Skills	✓	
Relevant CPD portfolio	✓	
Minimum of 2 years experience in working with a paediatric caseload, ideally with severe and complex speech, language and communication needs aged 2-7	✓	
Experience of working within a school setting	✓	
Experience of working in a multidisciplinary team.	✓	
Experience in offering a holistic approach to meeting children's special needs and specifically understanding of a range of approaches to teaching learners with Communication and Interaction difficulties	✓	
Experience of specialist practice including dysphagia, AAC	✓	
Experience of symbol soft ware packages, electronic communication aids, low tech communication aids and sign language programmes.	✓	
Recent, relevant in-service training in current safeguarding practices	✓	
Experience of teaching/training.		✓
Experience of working with families or carers to deliver training.		✓
Further qualifications in the field of SEN		✓
Dysphagia training		✓
Knowledge Skills & Abilities:	Essential	Desirable
In depth knowledge of severe communication and Interaction difficulties and the range of speech and language interventions used to support learners	✓	
Knowledge of SEN Code of Practice, including the Annual Review process.	✓	
Good organisational and time management skills and able to prioritise.	✓	
Good IT skills for office use, clinical database recording and visual presentation	✓	
Ability to work autonomously within the clinical guidelines set out by the Royal College of Speech and Language Therapists	✓	
Ability to keep accurate and timely records.	✓	
Ability to interpret a range of communication strategies employed by people who have complex communication and learning disabilities.	✓	
Ability to communicate confidently, professionally and sensitively with parents and carers; working in partnership to enable children's successful learning	✓	
Knowledge of Makaton, SCERTS, Shape Coding, Zones of Regulation		✓
Knowledge of current educational practices, and the National Curriculum		✓
A good record of attendance and punctuality	✓	