



## JOB DESCRIPTION

Northeast Manor School

**JOB TITLE:** Speech and Language Therapist

**NJC PAY POINT:** NHS Agenda for Change, Band 6

**LINE MANAGER:** SENCO

### **PURPOSE OF JOB**

To work as an integral part of the school in its holistic approach to meeting student needs by actively contributing to whole school life as part of a therapy team ensuring that therapeutic outcomes are embedded across the school.

### **SPECIFIC**

To work proactively with staff and parent/carers to provide occupational therapy to identified students. To assess student needs, develop individual treatment programmes and manage an appropriate specialist caseload as well as offer supervision to Band 5 or therapy assistant staff.

### **PRINCIPAL ACCOUNTABILITIES**

1. To deliver SaLT programmes/provision, according to the needs identified in Education Healthcare plans (EHCPs) and ensure that identified therapy provision is delivered.
2. To be aware of the SaLT needs of all young people within the school, including those where no specific provision is stated in an EHCP and work towards embedding whole school approaches to meeting this need.
3. To regularly review student(s) progress against agreed outcomes, using appropriate assessment measures and make further recommendations and advise relevant staff.
4. To work alongside teaching staff and families to identify student difficulties within the classroom, setting, home and community, promoting wellbeing, independence, access to learning, confidence and self-esteem.
5. To work as part of a multidisciplinary school team alongside relevant external professionals, including making referrals and writing reports where appropriate.
6. To write and maintain confidential case notes and reports and provide information as required for Annual Reviews.
7. Liaise with parents/carers as required and respond to concerns appropriately.
8. Work as part of a team with others to improve the effectiveness of service delivery and teaching and learning, including working in the classroom to support the generalisation of skills and team 'teaching' e.g. life skills, social skills
9. To attend INSET days and relevant CPD as well as provide training for school staff as required.
10. To take responsibility for ensuring that all mandatory training and supervision remains up to date.

11. Attend tutor meetings and staff meetings as required, parent consultation meetings and Annual Review meetings when necessary.
12. Prepare and deliver workshops to parents as required.
13. Manage equipment and resources and annually submit bid for departmental requirements.
14. To provide an environment at all times that enables students to realize their potential and maximise their academic, social, physical and emotional development.
15. To uphold all school policies, with particular regard for policies relating to Safeguarding and Child Protection, Positive Behaviour and SEN and Disability.

The list of duties in the job description should not be regarded as exclusive or exhaustive. There will be other duties and requirements associated with your job and, in addition, as a term of your employment you may be required to undertake various other duties as may reasonably be required

Your duties will be as set out in the above job description but please note that the school reserves the right to update your job description, from time to time, to reflect changes in, or to, your job in consultation and with the agreement of both parties.

*Please note that Clinical Supervision, leadership and governance is provided to the school by Kent Community Health NHS Foundation Trust (KCHFT).*