







Grove House School

Candidate Information Pack

Speech and Language Therapist

Supporting Excellence

admin@grovehouse.essex.sch.uk | grovehouseschool.co.uk

Headteacher's Letter

Grove House School
Sawyers Hall Lane, Brentwood, Essex, CM15 9DA
Headteacher: Miss L Christodoulides, BA Hons
Telephone: 01277 361498
Email: admin@grovehouse.essex.sch.uk

Dear Applicant

Thank you for your interest in Grove House School. I would like to take this opportunity to tell you a little more about us. We are a special school that opened in September 2015. We currently have just over 100 pupils on roll across years 4-13. All of our pupils have an EHCP and have come to us from mainstream settings and alternative provision. Our pupils' priority needs will be around speech, language and communication although many will have associated difficulties such as attention management issues, moderate learning difficulties and social and emotional needs.

Currently we have 9 form groups - two KS2, three KS3, three KS4 and one sixth form class. Classes are ideally in groups of 12 pupils. Each class is supported with at least 2 Learning Support Assistants who stay with the class group across all lessons. Our teaching and therapy staff work together to support pupils.

We are a very friendly, supportive and welcoming staff. Our staff team is growing rapidly as our pupil numbers increase. Our curriculum, whilst based on the national curriculum, is continually reviewed and ever changing as we look to meet the wide variety of individual pupil needs within each class group. Whilst this may have its challenges it also is extremely rewarding in that our staff have the flexibility to be creative and innovative in the development and delivery of the curriculum.

We are part of the SEAX Trust, a MAT consisting of 5 special schools, bringing opportunity to work collaboratively with other colleagues in our trust schools. Additionally we have a highly skilled and dedicated board of governors, some of whom were the proposers of the free school in it's early days. They have supported us way beyond expectations and continue to be a valuable asset to the school.

I very much hope the post is of interest to you – please do contact us for further discussion.

Kind regards

Lisa Christodoulides



Senior SaLT's letter

Grove House School

Sawyers Hall Lane, Brentwood, Essex, CM15 9DA

Headteacher: Miss L Christodoulides, BA Hons

Telephone: 01277 361498

Email: admin@grovehouse.essex.sch.uk

Dear Applicant,

Thank you for your interest in Grove House School and the Speech and Language Therapist role we have to offer. I would like to take this opportunity to tell you a little bit about the Speech and Language Team, Speech and Language provision within the school and what the job entails.

We are very excited to say that our Therapy team is growing nicely in conjunction with the school's growth and look forward to welcoming a new Therapist to our team. The successful applicant will be working alongside two other Speech and Language Therapists, our part time Occupational Therapist and our part time Music Therapist.

Speech and Language Therapy in the school is delivered as a whole school/whole class approach. Each class within the school has weekly 'Language Skills' and 'Social Skills' sessions (built on baseline assessments carried out each year). These are led by a Speech and Language Therapist and supported by the class team. Work within these sessions can comprise of whole class or small group activities. These sessions typically cover vocabulary development/learning, comprehension skills, memory, sequencing, narrative, sentence structure, grammar, abstract language, aspects of body language, conversational skills, assertiveness, non-literal language, conflict resolution, group cohesion work and trips out into the community to practice social skills in a more functional way. This type of service delivery allows for a better understanding of each pupils Speech and Language profile, generalisation of Speech and Language Skills and immediate support and advice to staff members on how best to support pupils. Collaborative practice is key to ensuring student progress and ensures that our pupils are supported in the best possible way. Whilst Speech and Language Therapy is delivered as a whole class/school approach, there is the opportunity to work on a 1:1 therapy basis with a small number of our pupils who have more specific Speech and Language profiles. The role also includes ongoing support and training to parents and staff members.

The role will be well supported with regular supervision (from the Senior Speech and Language Therapist and peer supervision) and there is a healthy training and resource budget to enable CPD and evidence based practice. The role also benefits from working collaboratively with the other health professionals and educational professionals within the school.

I do hope this information is useful. You will find more detailed information about Speech and Language Therapy at Grove House in the enclosed handbook. Please do not hesitate to contact for more information or to arrange a visit to look around the school.

Kind regards,

Jade Gosling

Head of Therapy

Our School Site

Our school site has undergone huge change. We started in September 2015 in a refurbished small block with 4 classrooms for our opening year.

We have now taken over our main large building that has specialist therapy rooms, specialist art, music and ICT rooms, a large hall with stage and a gymnasium, in addition to a number of non-specialist classrooms.

We have a new build on the site which we are currently using as our growing primary base.







In Spring 2018 we refurbished our Technology block to provide dedicated facilities for Science, Design and Technology and Food Technology.





Grove House School

Speech and Language Therapist

37 hours per week/ 39 weeks per year
Term time plus 5 inset days

This post is paid on NHS Band 5 - 6 depending on skills and experience
This corresponds to LGP Band 7 - 9
Actual Pro-rata Salary Range: £22,282- £32,190

Part time posts

Pro- rated holiday entitlement for this post is: 5.4

The successful candidate will work during each week of term time including non-pupil days.

Holiday will be deemed to be taken during school closure periods. There is no entitlement to take holiday during term time.

Pay

This post is paid on **NHS Band 5 or 6 (which corresponds to LGP Bands 7 - 9).**
The full time Salary range for this position is £26,107 - £37,548 for 37 hours per week, so the actual pro-rata pay dependent on experience would be:

LGP Scale 7: £22,282 - £25,117

LGP Scale 8: £25,893 - £28,171

LGP Scale 9: £28,750 - £32,190

These figures include the holiday pay entitlement for someone with less than 5 years' continuous service, as specified by the Essex County Council Modification Order.

Employees are paid monthly in twelve equal months per year.

Probation

All support staff new to employment with the SEAX Trust will be required to satisfactorily complete a six month probationary period.

Staff Well-being Cover

Grove House offer extensive Staff Wellbeing and Medical Insurance Cover which includes physiotherapy, weight management and nurse support services.

Job Description

Reports to: Head of Therapy, Headteacher, Deputy Headteacher

Liaison with: Head teacher, Deputy Headteacher, Head of Therapy, SaLT team, Wider Therapy Team, Teaching staff, support staff, pupils

Main Duties and Responsibilities:

- Responsible for the high quality, pupil-centered and evidence-based provision of a range of comprehensive specialist Speech and Language Therapy intervention packages.
- To competently carry out a range of speech and language assessments specific to the individual needs of students.
- To develop and deliver training to staff, parents and other stakeholders as required.
- To attend and contribute to annual reviews and other meetings as required.
- To write high quality reports for reviews, referrals and assessments including SMART targets.
- To deliver specialist whole class/group sessions on Social Skills and Language Skills.
- To contribute to the school's enrichment programme as appropriate.
- To support the Senior Management Team in admissions and transition work where appropriate.
- To follow the effective monitoring and assessment of pupil progress against agreed targets (including therapy outcome measures).
- To ensure that professional standards are maintained as per HCPC/RSCLT standards.
- To work with colleagues to create a shared culture and positive environment ensuring all pupils fulfill their potential and are safe and happy at school.
- To ensure creativity, innovation and use of appropriate new technologies and strategies to achieve excellence.
- To create and maintain good working relationships with professional colleagues within the school and from external agencies to ensure effective collaboration takes place.
- To promote the protection and safeguarding of all pupils and to raise any concerns in accordance with school polices/procedures.
- To take reasonable care for his/her own health and safety and any other person(s) who may be affected by his/her acts or omissions at work, in accordance with the Health & Safety legislation.
- To access regular supervision from the Head of Therapy.
- To partake in regular training and CPD activities.

Other Clinical Duties and Responsibilities:

- To be responsible for the integration and delivery of a range of specialist speech and language therapy intervention packages to designated Grove House pupils.
- To provide a specialist Speech and Language Therapy pre-admissions assessment where required.
- Using clinical reasoning skills, to analyse and interpret complex assessment findings, from both standardised and non-standardised assessments in order to ascertain progress potential and formulate uni -disciplinary and multi-disciplinary therapy goals.
- To develop and deliver individual and group intervention programmes for pupils with a range of clinical, social and learning needs.

- To plan and develop the most appropriate intensive treatment programme to meet individual pupils' needs and provide long-term management of the pupil ensuring high standards of clinical care.
- To provide specialist advice within the clinical field on the management of pupils with SLCN to a range of audiences including internal staff and external agencies.
- To provide training to parents/carers in order to ensure therapeutic aims are being generalised to the home environment.
- To be responsible for ensuring that in situations whereby the duty of care of pupils at Grove House School comes to an end that the appropriate referrals are made onwards.

Professional/Organisational:

- To write up-to-date, accurate notes and reports reflecting specialist clinical knowledge thereby meeting the professional standards outlined by the Royal College of Speech and Language Therapists.
- To carry out all necessary clinical administration efficiently and in a timely manner in line with school wide policy and procedures.
- To gather and update activity data accurately and regularly, ensuring the provision of such information promptly as requested by the SMT.
- To attend professional meetings as requested by the SMT for the benefit of the school's provision.
- To contribute to the development of curriculum and subject plans.
- To work with the SMT to ensure that families and pupils are involved in decision making and care planning wherever possible.
- To monitor stock levels with regard to own caseload and request new equipment as appropriate.
- To be aware of and adhere to national, local and school professional protocol/policies and code of conduct.
- To demonstrate clinical effectiveness by use of evidence-based practice and outcome measures.
- To be accountable for own professional action, accessing appraisal and regular supervision as well as taking responsibility for own personal development as evidenced by Personal Development Plan/ Professional Portfolio.

Communication:

- To demonstrate excellent verbal and written communication skills.
- To participate in multi-disciplinary/school-wide team building and policy development.
- To communicate information on pupil progress to parents/carers and a range of professionals in a concise and professional manner.
- To share information with all members of the multidisciplinary team, referrers and external agencies as appropriate, observing data protection and confidentiality guidelines.

Person Specification

Qualifications and Experience

- Recognised Speech and Therapy Degree Qualification or equivalent
- HCPC – Licence to Practice.
- Registration or a willingness to register as a member of the Royal College of Speech and Language Therapists.
- Specialist knowledge and experience of assessment tools relevant to the pupil group of Grove House School.
- Experience of working in an educational setting would be valued.
- Knowledge and experience of a range of appropriate therapeutic interventions relevant to GHS including an ability to compare and contrast relative benefits using current clinical evidence.
- In-depth knowledge of audit/research methodologies relevant to the field (HCPC requirements).
- Working knowledge of local and national procedures and legal frameworks relevant to the field of specialism and the ability to apply this knowledge to clinical practice.
- Highly developed auditory and perceptual skills in the assessment, diagnosis and therapy for pupils (including the ability to transcribe speech phonetically).

Personal qualities and skills

- A commitment and enthusiasm to working in a collaborative and creative learning environment.
- Ability to be flexible, supportive and responsive as the school grows.
- The ability to work collaboratively with colleagues as part of a multi-disciplinary team.
- Ability to adapt practice to meet the needs of pupils
- Ability to manage and prioritise own workload with support.
- An effective, engaging and confident communicator
- Willingness to undertake post qualification training in areas relevant to the role.
- Ability to recognise own professional boundaries through interpretation of clinical/ professional policies (HCPC, Grove House School and Government).
- Excellent analytical and reflection skills. Able to reflect on practice with peers and mentors, identify own aptitudes and demonstrate good practice to others.
- Good presentation skills, including the use of ICT for presentation, communication and also to support data collection and analysis.
- Capable of maintaining good relationships with all those associated with the school.
- Ability to work effectively or supportively within a new, growing staff team.

Application Process

Please read this information carefully and retain this sheet for reference during the application process.

Application process

Applicants must complete the SEAX Trust Application Form which can be downloaded from www.grovehouseschool.co.uk or www.essexschoolsjobs.co.uk and submit it to the school (k.peters@grovehouse.essex.sch.uk) no later than **12 noon on the closing date of Friday 30th April.**
All applicants are strongly advised to read the job description and person specification for the post prior to submitting their application.

Selection process

Applications will be ranked against the person specification for the role.
All shortlisted applicants will be subject to a face to face interview with the selection panel.
There may also be a skills test or practical assessment.
Further details regarding selection panel members and any planned assessments will be made available to shortlisted candidates in due course.

Shortlisted candidates

Applicants who have been shortlisted for the post will be notified as soon as reasonably practical upon completion of the shortlisting process.

Referees

Referees will be contacted **prior to the interview date** to request references on all shortlisted candi-dates.
The school may review social media relating to shortlisted candidates as part of the screening process to ascertain whether candidates demonstrate appropriate conduct and behaviour and suitability for employ-ment in a school.

Interview date

Interviews will be held at ***Grove House School - date TBC.*** Please note the school does not reimburse candidates for interview expenses.

Visits to school

Unfortunately, due to COVID-19 restrictions, we are not offering on-site visits at this time, however our Head of please visit our website at www.grovehouseschool.co.uk

Further information

Applicants who require further information should contact Kate Peters, 01277 361498 or k.peters@grovehouse.essex.sch.uk

SEAX Trust

Grove House is part of the SEAX Trust

Work with us ...

The **SEAX Trust** is a small but growing partnership of Special Academies within the community of Essex, whose Vision is to:

Provide outstanding educational experiences for children and young people with special educational needs and **put the well-being and achievement of pupils at the heart of all decision making**

We consider the main asset towards achieving our Vision is our body of **highly-valued staff** and, in recognition, we implement a wide range of **strategic and person-centred reward practices** in all of our Trust Academies.

Be rewarded by us ...

We offer a clear and competitive **pay policy** and **progression route**

Holiday pay and **salary** which is paid *evenly* across the year for our support staff, Teachers and Local Government **Pension Scheme** facilities

Progress with us ...

A focus to provide high quality **professional development** opportunities for all staff

An extensive range of **in-house training** opportunities

Experienced and **dedicated practitioners** who are keen to help you learn

A range of exciting internal **career opportunities**

Be inspired by us ...

Challenging roles and **recognition** of achievement

A **motivational** strategy towards both education and business

Staff **involvement** in wider decision-making

Be reassured by us ...

A strategic aim to ensure a **fair work/life balance**

A **highly supportive** organisational culture

A firm commitment to the strengths of **equality and diversity**

A sense of **cohesion and belonging**

A policy to raise **matters of concern**

The **SEAX Trust** is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All posts are subject to satisfactory medical checks, enhanced DBS clearance and references.