

# Beacon Hill Academy



<b>JOB TITLE:</b>	Qualified Speech and Language Therapist
<b>GRADE:</b>	Band 5/6 + fringe (part-time/job share considered) Member of RCSLT and registered with HCPC
<b>RESPONSIBLE TO:</b>	The Principal
<b>LINE MANAGER:</b>	Communication and Sensory Team Lead
<b>KEY LIAISON WITH:</b>	Vice Principal, Assistant Head, Class Teachers, Teaching Assistants, Parents, Health Staff
<b>JOB PURPOSE:</b>	<p>To devise, implement and manage effective speech and language therapy programmes for pupils including:</p> <ul style="list-style-type: none"><li>• Advice to parents</li><li>• Advice to education staff</li><li>• Group working</li><li>• Individual working</li><li>• Whole school approach</li></ul>

## **Key Corporate Accountabilities:**

To actively promote the Academy's Equal Opportunity Policy and Diversity Strategy and observe the standard of conduct which prevents discrimination taking place.  
To maintain awareness of and commitment to the Academy's Equal Opportunity Policies in relation to both employment and service delivery.

To fully comply with the Health and Safety at Work Act 1974 etc. Academy's Health and Safety Policy and all locally agreed safe methods of work.

At the discretion of the Principal and Deputies of the Academy, such other activities as may from time to time be agreed, consistent with the nature of the job described above.

To work with colleagues to achieve service plan objectives/targets.

To participate in Employee Development Scheme/Appraisals and contribute to the identification of your own and team development needs.

## **Main Responsibilities**

### **General**

- Assess, develop, and manage speech and language programmes.
- Assess, develop, and manage eating and drinking programmes (with relevant training)
- Write reports for annual review/ EHCPs using professional knowledge.
- Provide intervention and measure outcomes.
- To demonstrate a good level of clinical skills by use of evidence-based practice and outcomes.

### **Policy/service development/implementation**

- To advise line manager on issues of service delivery including shortfall, service pressures etc.
- To contribute to interagency/multidisciplinary collaborative working.
- To adhere to and ensure that team plans, and policies are implemented.

- To use knowledge to inform service policy developments as appropriate.

### **Financial and physical responsibilities**

- To assist line manager in monitoring stock levels and requesting new equipment as appropriate.
- To be responsible for the security, care and maintenance of equipment ensuring standards of infection control and safety are maintained - including equipment loaned to pupils.

### **Human resources**

- To facilitate the development of others problem solving/negotiation within peer review
- To provide advice, support and training to teachers, students, assistants and volunteers.

### **Information resources**

- To maintain up to date records in line with RCSLT professional standards.
- To share information with others, observing GDPR guidelines.
- To gather and update activity data accurately and regularly.
- Research and development
- To collect and provide research data as required.

### **Freedom to act**

- To interpret and implement national and local policy relevant to clinical areas.
- To be accountable for own professional action and recognise own professional boundaries through interpretation of clinical procedures/policies and professional policies.

- To work within defined Academy protocols/policies and the professional code of conduct.
- To work independently accessing appraisal within an individual performance framework at pre-determined intervals.

### **Communication and relationship skills**

- To contribute to multi-disciplinary and uni-disciplinary teams by discussing own and others input around pupils' needs, ensuring a well co-ordinated approach.
- To communicate complex condition related information from assessment to pupils, carers, families and members of the multi-disciplinary team/other professions.
- To work closely with pupils, carers and families, agreeing person centred decision making.
- To demonstrate empathy with pupils, carers and families and colleagues, ensuring that effective communication is achieved, particularly where barriers to understanding exist.
- To advise other colleagues on a range of clinical issues and facilitate their own problem solving skills.
- To demonstrate skills in motivating pupils and/or carers to engage in the therapeutic process.
- To demonstrate established negotiation skills in the management of conflict across a range of situations.
- To employ excellent communication skills.
- To employ excellent presentation skills to promote multi-disciplinary and interagency liaison and collaborative practice to a broad range of audiences, including other professionals and users.
- To be flexible to the demands of the environment including unpredictable work patterns, deadlines and frequent interruptions.

## **Knowledge and Skills**

### **Knowledge training and experience**

- To attend specialist training in clinical specialist area.
- To participate in Performance Management ensuring that the objectives set reflect the Academy's plans, including specific objectives relating to clinical specialism.
- To attend relevant training and development in order to maintain and develop skills and knowledge required of a highly specialist therapist working in the field of educational speech therapy/SEN and maintain up-to-date HCPC and RCSLT registration.
- To demonstrate knowledge of and adhere to RCSLT Professional and Clinical and National and Local Clinical Guidelines.
- To attend relevant courses, meetings and clinical excellence groups.
- To have a working knowledge of relevant procedures including Keeping children safe in Education, EHCP Procedures, Working with Vulnerable Adults and other legal frameworks.
- To apply the principles of Clinical Governance to professional practice.
- To advise and support on the production of positive behaviour plans drawing on the links to communication within these.

### **Analytical and judgemental skills**

- To reflect on auditory, visual and kinaesthetic aspects of pupil's communication and to identify appropriate strategies to facilitate and enhance communicative effectiveness.
- To use specialist knowledge to inform sound clinical judgements/decision making and contribute to discussions on pupil progress
- To make a differential diagnosis on the basis of evidence from assessment, seeking advice as appropriate.

- To demonstrate the ability to reflect on practice with peers and mentors and identify own strengths and development needs.
- To demonstrate highly developed auditory and perceptual skills in the assessment diagnosis and treatment of pupils.

### **Health and Safety**

- To have due regard for your own personal safety and that of children/carers, in particular to have regard to moving and handling regulations, behaviour support policies and ensure the safe positioning of self and others.
- To work within infection control and health and safety guidelines