

Bedelsford Chaucer Centre

Job Description:

Job Title: Mental Health Practitioner

Start date: September 2025

Job Overview: We are seeking a skilled and compassionate **Mental Health Practitioner** to join the team at our new satellite site. The successful candidate will play a pivotal role in supporting the emotional and psychological well-being students aged 4-19 with a range of moderate to severe learning difficulties and complex needs, including speech, language, and communication challenges, as well as autism spectrum conditions. In addition to this, the post-holder will serve as a **Deputy Designated Safeguarding Lead**, supporting the Head of School and Designated Safeguarding Lead in ensuring the safety and welfare of all students, and contributing to the school's safeguarding strategy and policy implementation.

JOB PURPOSE AND SCOPE:

- To provide a high standard of clinically effective, person centered and evidence-based assessment of wellbeing, and intervention to students with a range of moderate to severe learning difficulties and complex needs, including speech, language, and communication challenges, as well as autism spectrum conditions.
- The additional responsibility of supporting the Designated Safeguarding Lead in ensuring the safety and welfare of all students
- To provide assessment planning and implementation of care and monitor the effectiveness of interventions.
- To support staff wellbeing, by developing and delivering on a regular basis a range of training for staff and line managers to promote health and wellbeing in the workplace.
- To provide support and supervision for mental health first aiders and assist with the development of safe and effective methods for mental first aid in the workplace
- To assist in the management, development and research of wellbeing to support project work i.e. Healing Together
- To provide support and training to all staff as directed with regard to Wellbeing interventions and signposting.
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- To work flexibly and travel to multiple sites as required, to include Orchard Hill College and Academy Trust and Affiliates' sites.

FUNCTIONAL LINKS:

The Mental Health Practitioner will be expected to work in collaboration with allied professionals and will need to maintain links with a variety of bodies. These will include:

1. Students and their parents/carers and advocates
2. Staff of Orchard Hill College and Academy Trust and affiliates.
3. External and internal professionals working with students

DUTIES & RESPONSIBILITIES:

- To demonstrate innovative and creative practice to engage with our students to enable mental health improvements.
- To provide a high standard of clinical care ensuring safe and effective assessment and treatment using highly developed clinical reasoning skills and appropriate assessment tools
- To support staff with training and resources, and provide emotional wellbeing support, advice and consultation.
- To undertake joint risk assessments to determine appropriate management, specifically related to mental health and wellbeing.
- To plan interventions and training which aim at supporting wellbeing of students and staff.
- To liaise with all team members and family/carers in order to provide a co-ordinated approach and ensure wellbeing is integrated into students' and pupil's objectives that support learning, and skills for daily living.
- To monitor, evaluate and in order to measure progress and ensure effectiveness of wellbeing support
- To contribute to data collection, the writing and creation of reports, evaluation and record management to evidence progress and impact.
- To be actively involved in compiling activity programmes to support wellbeing to students and staff.
- To use IT and other alternative methods of communication to overcome barriers to communication
- To supporting safeguarding policies, managing safeguarding concerns, liaising with external agencies, and maintaining safeguarding records
- To Provide guidance and training to staff on safeguarding issues and mental health awareness

Administration

- To manage time effectively, prioritising work as required.
- To complete and maintain accurate records
- To address issues of confidentiality, consent and sharing of information throughout assessment and intervention and clearly record in students' files.
- To participate in audit of safeguarding and wellbeing.
- Support input into policies and procedures for specialist area and propose changes to practices and procedures for own area.
- To be accountable for own professional action and recognise own professional boundaries, seeking advice as appropriate.
- To represent Orchard Hill College and Academy Trust as appropriate.

Professional

- To be aware of the sensitivity required to work closely, effectively and in a professional manner with students, parents/carers, advocates, the multidisciplinary team, College and Academy staff, Community Services, PCTs and other professionals working with students
- To contribute to the development of best practice within the service.

- To respect the confidentiality, individuality, values, cultural and religious diversity of students and to contribute to the provision of a service sensitive to these needs.
- To undertake Orchard Hill College and Academy Trust induction programme and ongoing training, including Good Practice training and Protection of Vulnerable Adults and Child Protection training.
- To participate in staff meetings, individual planning meetings, department meetings and liaison meeting with other professionals.
- To promote awareness of the role of Mental Health Practitioner within the multidisciplinary team, all team meetings and with outside agencies.
- To maintain personal development through use of off-site and in-house training, contact and involvement with relevant special interest groups, attendance of in-service training, and review of literature as required.
- To maintain own clinical professional development (CPD) by keeping abreast of new developments within the profession and ensure that practice is based on best available evidence and that learning outcomes are recorded in a portfolio.
- To review and reflect on own practice and performance through effective use of professional and operational supervision and appraisal, audit and outcome measures as necessary to own work.
- To comply with the College of Occupational Therapists' and Health Professions Council's Code of Ethics and Professional Conduct.
- To have experience or willingness to undertake DDSL training
- To have safeguarding and child protection training

General

- To be aware and comply with Orchard Hill College and Academy Trust's Health and Safety Policy and Procedures and implement any policies that may be required to improve the safety of the work area, including the prompt recording and reporting of accidents and ensuring that equipment used is safe
- To be aware of and comply with all other policies and procedures
- To maintain safeguarding standards and confidentiality
- To be committed to continuous professional development in safeguarding and mental health
- To undertake such other duties of a similar nature from time to time as may be required by the Chief Executive Officer

Notes

The post holder should be prepared to work in all the College centres, and schools within OHCAT and at affiliates' venues and be willing to undertake competency development to work in various areas appropriate to the role of Mental Health Practitioner.

This is not an exhaustive list of duties and responsibilities and the post holder may be required to undertake other duties that fall within the grade of the job, in discussion with the manager.

This content of the job description will be reviewed regularly in the light of changing service requirements and any such changes will be discussed with the post holder. The post holder is expected to comply with all relevant Orchard Hill & Academy Trust policies, procedures and guidelines, including those relating to Equal Opportunities, Safeguarding Children and Vulnerable Adults, Health and Safety and Confidentiality of Information.

Person Specification for Mental Health Practitioner at Bedelsford Chaucer Centre

The person specification shows the abilities and skills you will need to carry out the duties in the job description. Short listing is carried out on the basis of how well you meet the requirements of the person specification. You should mention any experience you have had which shows how you could meet these requirements when you fill in your application form. If you are selected for interview you may be asked also to undertake practical tests to cover the skills and abilities shown below.

Area	Requirement	Essential/Desirable
Qualifications	Demonstrable experience of working with a range of moderate to severe learning difficulties and complex needs, including speech, language, and communication challenges, as well as autism spectrum conditions.	Essential
	Experience of working within mental health or related service	Essential
	Experience of assessing, developing, implementing and evaluating Interventions	Essential
	Current safeguarding and child protection training	Essential
	Prior Deputy Designated Safeguarding Lead experience or willingness to train	Desirable
Abilities, Skills & Knowledge	Demonstrates an understanding of the factors and a knowledge of the issues relating to health, lifestyle and mental health in children, young people and	Desirable

	adults and how it may present and the impact it can have on individuals	
	Demonstrates an understanding for the need to use evidence-based psychological therapies	Desirable
	Specialist knowledge of structured therapeutic interventions for individuals or in groups	Desirable
	Specialist knowledge of a broad range of psychological therapies	Desirable
	Good understanding of child, adolescent and young adult development and risk management of young people in crisis	Desirable
	Ability to interpret and critically analyse varied and complex information with the ability to formulate a proposed intervention plan	Desirable
	Ability to work effectively with others and foster good working relationships	Essential
	Ability to review, write and contribute to policies and procedures for specialist areas and in other areas of impact.	Essential
	Proven ability to make judgements based on evidence based practice.	Essential
	Demonstrates initiative and ability to work independently, able to problem solve and prioritise own and others work.	Essential
	Ability to demonstrate effective management of a caseload of adults/children with severe/profound learning difficulties and/or disabilities.	Essential
	Ability to communicate effectively with students, carers and other professionals	Essential
	Ability to operate effectively as part of a multi-disciplinary team.	Essential
	Ability to instruct and support teaching teams in a range of techniques to support students within the class environment.	Essential
	Ability to work closely with teaching staff in the identification of integrated learning and wellbeing related individual objectives.	Essential
	Knowledge of evaluating outcomes of intervention and ability to critically appraise own performance.	Essential
	Ability to demonstrate a commitment to and responsibility for own CPD (continuous professional development)	Essential
	A commitment to promote the Equality and Diversity Policy, Safeguarding policies, Health and Safety Policy and other College policies.	Essential
	Safeguarding Knowledge – Understanding of child protection laws	Essential

The school will endeavor to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This job description is current on the date stated in the Job Description but will be reviewed on an annual basis and following consultation with you may be changed to reflect or anticipate changes in job requirements which are commensurate with the job title and grade in line with the school's changing needs.