



Alfriston School

Sports College

Penn Road, Knotty Green, Beaconsfield,
Buckinghamshire, HP9 2TS
Telephone: 01494 673740
Email: office@alfristonschool.com



Role: Occupational Therapist
Salary: Bucks Pay Range 5-6 ISN £29,192 - £35,715 Pro Rata
Contract Type: Permanent, Term Time (39 Weeks) Plus 2 Additional Weeks
Hours: Monday-Thursday 8.30am-4.30pm & Friday 8.30am-4.00pm
Start Date: As Soon As Available

We are looking for a motivated and committed Occupational Therapist to join a friendly, hard-working team, supporting pupils to improve or maintain skills for their day-to-day activities and wellbeing. You will be a qualified/newly qualified Occupational Therapist looking to provide therapy to children with communication, motor, and sensory needs within a special school setting.

If you have exceptional people skills, excellent attention to detail and high levels of energy and enthusiasm we want to hear from you.

To Apply: Please visit our website www.alfristonschool.com to download and complete the application form, please send a supporting cover letter with your application.

All applications are to be sent via email to recruit@alfristonschool.com for the attention of Mrs Ellie Davison.

If you would like to make an informal visit please also contact Mrs Ellie Davison who will be delighted to arrange this for you.

Closing Date: Open Vacancy - we reserve the right to interview at any time, so we recommend an early application.



Alfriston is an outstanding Special School with Academy status for girls aged 11-19 with moderate learning difficulties and speech and language and communication difficulties. We currently have 155 girls on roll. All the pupils have an Education Health Care Plan and are taught in small groups and with additional support. Our staff are specialist subject teachers and are experienced in working with a range of special needs and abilities.

Pupils attend Alfriston from all over Buckinghamshire and some neighbouring counties. We also have weekly boarding provision for 20 pupils.

We consider the staff team as our most valuable resource. Training and development is a high priority in the school. There is also personal support given to staff to manage the diverse and challenging work needed to support pupils with significant special needs. At present there are 70 staff employed at the school working in the teaching, support, residential and administrative teams. We are proud of the excellent standard of education provided at Alfriston.

WHY WORK FOR ALFRISTON SCHOOL?

Alfriston School is based in Beaconsfield. The school benefits from outstanding modern facilities, all of our classrooms are fully equipped with interactive screens and access to class sets of laptops or iPads. All teachers are provided with a laptop that is renewed every three years. The school enjoys a recently modernised performing arts and music facilities that include the use of a dance studio, sound/recording studio and performance space, along with our exceptional sports facilities that caters for a range of indoor and outdoor activities including mountain biking, trampolining, cycling, football and many others. The school also enjoys use of its spacious swimming pool designed by a bespoke architect, as part of an upgrade of the sports facilities at Alfriston, the architects developed a concertina-like roof structure that echoes the shape of the pitched roofs on other buildings in the area causing minimal sound reverberation which is beneficial for the use of our students with their Special Educational Needs.

Staff often remark that Alfriston it is a great place to work. Staff retention is high which we think reflects the supportive and friendly environment in which we work. Our pupils are inspirational and full of potential. Staff feel they are people *"You just want to be with!"* Having been rated 'outstanding' by Ofsted in July 2013 it was noted "The excellent personal and academic opportunities offered ensure that the school makes a huge difference to the lives of students. As a result, all groups achieve outstandingly well from their individual starting points."

The school culture of teamwork and aspiration is reflected in the report where it states "The headteacher has a very ambitious vision for the school. Senior leaders and managers place a significant focus on improving staff performance through regular high-quality training and checks on their work. The governing body makes an excellent contribution to the school's effectiveness and work tirelessly to raise achievement through its regular visits to check teaching and learning."

Alfriston offers a wide and diverse range of professional development opportunities for staff, including the opportunity to train with Astra School Centred Initial Teacher Training (SCITT), a local Ofsted-outstanding school-centred teacher training provider.

Alfriston School also offers staff:

- A friendly working environment
- Supportive and caring colleagues
- Excellent opportunities for professional development
- Onsite parking
- Transport links (Chiltern Line and close to the M40)
- Discount on hire of selected school facilities
- Close to local amenities





Occupational Therapist Job Description

Job Purpose

- Provide therapy with children with communication, motor, and sensory needs within a school setting.
- Complete assessments and produce reports to contribute to annual review and Educational Health and Care Plan meetings.
- Ensure the service is provided in close collaboration with education staff and other professionals to meet the needs of the child or young person.

The Clinical Work Will Include:

- Assessing and diagnosing a wide range of motor, perceptual, sensory and functional difficulties.
- Planning appropriate therapy interventions, making fine judgements about type and timing of treatment negotiated with education staff and parents.
- Delivering group and individual therapy as required.
- Providing advice, training and therapy programmes to education staff, parents and other health professionals.
- Managing parental and/or school anxieties regarding intervention and prognosis.
- Evaluating treatment outcomes.
- Transferring and discharging.

Professional Responsibility:

- Demonstrate clinical effectiveness by use of evidence based practice and outcome measures.
- Be responsible for managing own time appropriately and prioritise tasks accordingly in order to carry out clinically related administrative duties, relevant to the caseload and operation of the school.
- Independently manage caseloads whilst recognising own professional boundaries and access supervision, advice and support when necessary.
- Work closely with relevant parties about individual students and practically demonstrate therapeutic approaches where appropriate.
- Provide relevant in-service training to school staff and parents, via presentations, talks and career evenings on topics related to the role of the occupational therapist and occupational therapy.
- Be responsible for maintaining up to date and accurate case notes in line with professional standards and school policies.
- Collect clinical data and write reports for Annual Reviews and Educational Health and Care Plans.
- Adhere to local and national standards and guidelines relating to Professional Practice and maintain registration with the Health Professions Council.

- Recognise and demonstrate commitment to personal development and acquisition of further skills and knowledge relating to clinical areas and evidenced by PDP and Professional Log as specified in the job purpose and the application of these skills to clinical practice.
- Undertake other duties and responsibilities as reasonably directed by the Heads of School.

This job description will be annually reviewed as part of the staff development programme. It may be amended at any time after consultation.

This school is committed to safeguarding and promoting the welfare of children which will be reflected throughout recruitment. The selected candidate will be required to provide suitable references and undergo an enhanced Disclosure and Barring Service (DBS) check before taking up the post.



Person Specification

Criteria	Essential	Desirable
Qualifications		
Current Health Care Professions Council (HCPC) Registration	Y	
Professional Qualification in Occupational Therapy - BSc degree or Equivalent.	Y	
Evidence of continuing professional development		Y
Member of Royal College of Occupational Therapy		Y
Member of a relevant Royal College of Occupational Therapy Specialist Group section		Y
Current Health Care Professions Council (HCPC) Registration	Y	
Experience		
Working with children/adolescents with additional needs (educational, social, emotional or mental health)		Y
Working with parents / families who need support		Y
Working with a range of professionals and agencies		Y
Knowledge and Skills		
Knowledge of learning disability, autism and associated mental health difficulties to ensure that individual occupational needs are identified.		Y
Ability to communicate information to a broad range of individuals in a sensitive, appropriate manner.	Y	
Demonstrate the values and beliefs through daily practice that reflect the core Occupational Therapy philosophy.	Y	
Ability to develop and maintain strong and positive relationships whilst maintaining clear role, ethical and professional boundaries.	Y	
Have attention to detail in order to ensure safeguarding and medical records are accurate	Y	
Ability to communicate effectively with colleagues, families and agencies.	Y	
Personal Qualities		
Ability to demonstrate a calm, patient disposition	Y	
Highly developed interpersonal skills	Y	
Be goal orientated in your work approach	Y	
Have a flexible approach and be able to adapt to change	Y	
Be emotionally resilient and able to work in challenging situations	Y	
Ability to relate to young people in a positive manner	Y	
Willingness to constructively challenge the work of self and others to continually improve own and team performance	Y	
To show loyalty and commitment to the school	Y	

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