



Kingsthorpe College



Occupational Therapist and Behaviour, Education and SEND Team (BEST) Leader

Job Description

Line Manager: SENDCO

Main purpose

The Occupational Therapist (OT) Lead is a pivotal role within the Behaviour and Education and SEND Team. Through taking strategic leadership of the BEST Team the OT role will ensure that the College implements effective provisions and appropriate interventions to ensure that:

- Students receive clinically effective, person centred and evidence based occupational therapy assessment and intervention to children.
- Staff receive support and training with regard to occupational therapy interventions.
- Students are supported to become responsible, successful and confident learners who model the core values of the College.
- Educational and behavioural barriers to learning are removed and that you are an advocate for the identified students.

Main duties and responsibilities

- To work as part of the therapy team, assessing pupils OT needs in regards to sensory, physical and self-care using both standardised and non-standardised assessments.
- To use clinical reasoning skills, to analyse and interpret assessment results in order to set appropriate therapy goals and outcome measures.
- To monitor, evaluate and modify intervention in order to measure progress and ensure effectiveness of intervention.
- To provide individual or small group therapy, as required through EHCP allocation and provision maps.
- To liaise with all team members and family/carers in order to provide a coordinated approach and ensure occupational therapy treatment is integrated into children's targets that support learning and skills for daily living. This could include home visits and monitoring phone calls.
- To contribute to and/or provide training to both school staff and parents.
- To develop and monitor OT programmes implemented by the Key Workers.
- To attend school –arranged meetings for children, including IEP meetings, EHCP meetings, and Early Help Assessments.
- Strategic leadership of identified support staff who deliver behavioural and educational support interventions.
- Design and lead interventions for students in all year groups who present behavioural and educational support issues through 1:1 and small groups.
- Implement a programme of restorative approaches leading to contracts between student and or staff.

- Identify students who have repeated patterns of poor behaviour, identify the educational barriers to learning and implement appropriate behaviour and education support interventions.
- Tracking of student behaviour and educational support interventions across the College. Evaluate the impact of interventions on behaviour and learning.
- To maintain student records regarding provisions and interventions on our provision mapping software.
- Liaise with other agencies to support, care and guide students.
- Such other duties that are within the scope of the role.

Administration & Management

- To complete and maintain accurate treatment records in accordance with the BAOT Standards of Practise.
- To write professional reports to be shared at review meetings, and to attend review meetings where appropriate.
- To address issues of confidentiality, consent and sharing information throughout assessment and intervention according to GDPR regulations.
- To utilise standard College documentation as required.
- To be responsible for accessing regular clinical supervision and ensuring supervision sessions are recorded.

Professional

- Display appropriate conduct, behaviour and communication skills when dealing with students and other members of staff, including a commitment to equal opportunities.
- Strong communication skills and the ability to form effective relationships with other stakeholders including parents/carers, students and outside agencies. Have strong IT skills and experience of organising administrative/organisational systems.
- Undertake relevant training that will enhance the role within the College.
- Work towards ensuring adequate cover for absent colleagues.
- Manage the workload on a day to day basis.
- Be aware of and adhere to KC procedures for health and safety.
- Other duties in support of the College as decided by the Headteacher within the scope of this post.

NOTES

- A number of children have complex emotional or mental health needs and may demonstrate challenging behaviour. The post holder is expected to respond to challenging behaviour in accordance with College policy and procedures to minimise potential risk.

College Ethos

- To promote actively the College's corporate policies.
- To comply with the College's Health and Safety policy and undertake risk assessments as appropriate.

These above mentioned duties are neither exclusive nor exhaustive and the post-holder may be required to carry out other duties as required by the School.

It is the practice of this College to examine Job Descriptions and to update them to ensure that they relate to the jobs as they are being performed or to incorporate whatever changes are being proposed. It is the College's aim to reach agreement on any alterations. If this is not possible the Headteacher reserves the right to direct change to your Job Description after consultation with you.

Kingsthorpe College is committed to safeguarding and promoting the welfare of children and young people and expects all members of staff to share this commitment.