

Job Description for the Post of Primary Psychotherapist at Nightingale Community Academy

Job Purpose:

As a Primary Psychotherapist, you will work as part of a committed, multidisciplinary team to support the emotional development, mental wellbeing and therapeutic needs of pupils with SEMH. You will provide a safe, consistent, and nurturing therapeutic provision that supports pupils to develop emotional regulation, resilience and positive engagement with learning and relationships.

Key Responsibilities:

1. Therapeutic Support and Intervention

- Provide individual psychotherapy sessions for primary-aged pupils in line with identified needs.
- Deliver therapeutic interventions using an integrative counselling and psychotherapy approach.
- Use play-based therapeutic techniques to support communication and emotional expression.
- Support pupils to develop emotional regulation skills, coping strategies and self-awareness.
- Maintain a therapeutic environment that promotes safety, trust, and emotional containment.

2. Assessment, Planning and Review

- Complete therapeutic assessments and contribute to appropriate therapy plans and targets.
- Maintain clear therapeutic goals and review progress regularly with pupils and relevant staff.
- Adapt interventions responsively based on pupil progress, needs and engagement.
- Provide written summaries and reports where appropriate to inform school planning and pupil support.

3. Supporting SEMH Needs and Wellbeing

- Build strong, trusting relationships with pupils who may have experienced trauma, disrupted attachments or adversity.
- Promote emotional literacy and help pupils identify feelings and behavioural triggers.
- Contribute to a trauma-informed approach that supports regulation and relational repair.
- Work collaboratively to reduce barriers to learning and improve wellbeing outcomes.

4. Working Collaboratively

- Work closely with the Therapist Coordinator, pastoral staff, teachers and senior leaders to provide joined-up support.
- Contribute to multi-disciplinary meetings, including safeguarding and behaviour support discussions.
- Liaise with parents/carers when appropriate, ensuring communication remains professional and child centered.
- Work with external professionals and agencies as needed to support pupil outcomes.

5. Safeguarding and Professional Practice

- Always promote and safeguard the welfare of children and young people.
- Be aware of and follow all school safeguarding and child protection procedures.
- Maintain professional boundaries, confidentiality and ethical practice in line with BACP/UKCP standards.
- Escalate concerns appropriately and contribute to ongoing risk management and safety planning where required.

6. Supervision, CPD and Record Keeping

- Engage in external clinical supervision and reflective practice to support safe and effective work.
- Attend internal supervision and line management meetings with the Therapist Coordinator.
- Maintain accurate records of sessions, outcomes and progress in line with school systems and expectations.
- Commit to continued professional development relevant to SEMH, primary mental health and therapeutic practice.

Additional notes

- Job Descriptions are to be reviewed annually
- The responsibilities listed above are the essentials of the post; it is always open to the postholder to propose ways of extending these responsibilities

Person Specification for the Post of Primary Psychotherapist

The Person Specification shows the abilities and skills you will need to carry out the duties in the Job Description. Shortlisting is carried out based on 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	Requirements	Essential/Desirable
Qualifications	Qualified in Integrative Counselling and Psychotherapy (recognized professional qualification)	Essential
	Registered with BACP or UKCP (current and maintained)	Essential
	Evidence of ongoing relevant CPD	Essential
Experience/Knowledge	Experience delivering psychotherapy/counselling to children of primary age	Essential
	Experience working with pupils with SEMH needs	Essential
	Experience using play therapy techniques and/or creative therapeutic approaches	Essential
	Understanding of trauma-informed and attachment-aware practice	Essential
	Awareness of safeguarding and child protection procedures	Essential
	Experience working within a school setting or education environment	Desirable
	Experience contributing to multi-agency work (e.g. CAMHS, social care, EHCP reviews)	Desirable
Skills & Abilities	Ability to build strong, trusting relationships with pupils	Essential
	Ability to work effectively as part of a multidisciplinary team	Essential
	Ability to plan, deliver and evaluate therapeutic interventions	Essential
	Strong written and verbal communication skills	Essential
	Ability to maintain accurate clinical notes and provide reports	Essential
	Ability to remain calm, consistent and emotionally containing in challenging situations	Essential
	Reflective practitioner committed to supervision and professional development	Essential
Personal Attributes	Warm, empathetic, patient and emotionally resilient	Essential
	Committed to inclusion, equality and the school's values	Essential
	Reliable, organised and able to use initiative appropriately	Essential
	Positive, proactive and solution-focused approach	Essential
	Willingness to engage in external supervision	Essential
	Sense of humour and ability to build rapport with pupils	Desirable

Orchard Hill College & Academy Trust is proud to be a Disability Confident Employer, committed to creating an inclusive and supportive workplace for all.

Orchard Hill College & Academy Trust endeavour 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 and Person Specification is current 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.

*In line with the statutory guidance in Keeping Children Safe in Education, the Trust reserves the right to request and review references **prior to interview** as part of our safer recruitment process. Any concerns raised will be followed up with the applicant before a recruitment decision is made.*