

**Job title                    SPEECH AND LANGUAGE THERAPIST**

**Job Description**

*THE SPEECH AND LANGUAGE THERAPIST (SALT) APPOINTED WILL BE A REGISTERED MEMBER OF THE HEALTH PROFESSIONS COUNCIL*

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**MAIN PURPOSE OF THE JOB**

- To provide Speech and Language therapy for students attending Bedelsford School through individual, group and/or teacher directed therapy sessions
  - Provide assessment for current and prospective pupils as needed
  - To contribute to training of professional staff and others as required
  - To provide written documents as needed at a professional standard
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*The job description may be revised annually*

**JOB SUMMARY**

The Specialist Speech and Language Therapist post provides for pupils with physical disabilities, severe and profound and multiple learning difficulties and complex needs.

The Speech and Language Therapy Team is part of a Multidisciplinary Therapy Team at the school provided by the school, Royal Borough of Kingston or other agencies including Your HealthCare, Sensory Smartchild and Symbol UK. Duties include the delivery of therapy intervention ensuring that the speech, language and communication programmes are integral to the pupils' educational and developmental programme.

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**PRINCIPAL RESPONSIBILITIES**

- To be responsible for the delivery of specialist speech and language therapy services at Bedelsford School including assessment, diagnosis and therapy specifically for out of borough pupils and others as directed.
- To provide specialist intervention demonstrating clinical effectiveness by the use of evidence based practice and outcome measures while being able to adapt practices to meet individual pupils' need.
- To provide specialist therapy services utilising a variety of service delivery models including individual, joint, multidisciplinary, group and teacher directed sessions.

- To assess children's eating and drinking where required and provide safe guidelines for their eating and drinking whilst in school.
- To use specialist knowledge of standardised assessment and other assessment tools in combination with advanced reasoning skills to record baseline measures and/or differential diagnoses.
- Management of a highly complex and demanding caseload of children with physical disabilities, severe or profound learning difficulties and complex needs.
- To support students with feeding during snack and lunch times.
- To develop and implement speech and language programmes for individual and groups using expertise to create innovative and effective ways of working where appropriate to maximise individual students' potential.
- To provide speech and language targets for integration into the educational curriculum as part of each students' IEP in consultation with parents, teachers and other multidisciplinary staff.
- To plan implement and evaluate joint sessions with members of the multidisciplinary team, incorporating speech and language therapy targets.
- To attend and participate in regular multidisciplinary team and symbols meetings.
- To regularly monitor and review the students' ongoing communication needs.
- To liaise closely with all staff to support implementation of appropriate communication strategies on a daily basis.
- To actively support other staff members when they identify the communication needs of students by brainstorming, supporting and implementing possible solutions.
- To supervise/manage the work of SALT Assistants and offer advice, support and guidance on a daily basis.
- To devise and write intervention programmes for implementation by TAs and SALT Assistant.

### **PROFESSIONAL DUTIES**

- To deliver all aspects of speech and language therapy intervention according to relevant evidence based practices.
- To provide reports to contribute to the students' annual reviews.
- To maintain records of intervention according to professional standards
- To maintain professional status and competence at a specialist level, taking responsibility for keeping own knowledge and skills up to date by engaging in continuing professional development and maintaining a portfolio of CPD.
- To attend regular clinical supervision with a suitably experienced SALT.
- To attend externally accredited training programmes e.g. Picture Communication Exchange System (P.E.C.S.), AAC, Eye Gaze in order to take responsibility to contribute to the training of others including staff and parents at Bedelsford School.
- To identify professional development evidenced within an annual appraisal with line manager.
- To attend Speech and Language Therapy Department meetings for departmental planning, joint caseload management and organisational duties.
- To provide peer support with fellow Speech and Language Therapists. This may include regular peer supervisions, joint planning and therapy sessions.
- To manage the emotional consequences of working with children with physical disabilities and complex needs and be aware of the needs, demands and pressures on their families.
- To have knowledge of and work within the framework of relevant procedures including Safeguarding/Child Protection etc.
- To demonstrate knowledge of and adhere to RCSLT professional and clinical guidelines.
- To maintain registration with the Health Professions Council as a practising Speech and Language Therapist.
- To represent the school at multi agency meetings where appropriate.

## **INTERPERSONAL AND COMMUNICATION DUTIES**

- To communicate in a clear, concise and culturally appropriate manner to students, staff and family members.
- To be effective in seeking relevant information from other professionals and staff in order to make differential diagnosis and to plan to meet the student's needs.
- To explain the role of SLT to visitors, parents, students and volunteers as required.
- To effectively motivate students and staff to engage in the therapy by utilising a range of activities, strategies and techniques.
- To attend and participate in relevant clinical, care and organisational meetings as required.
- To effectively contribute to the SLT clinical team and multidisciplinary team by discussing their own and input around pupils' needs ensuring a well-coordinated services.
- To negotiate across a range of issues with others around case management of complex cases.
- To promote positive relationships with pupils, families and staff.
- To effectively use IT including Microsoft Word, email, internet to write reports.
- To ensure that parents/staff are involved in the planning and prioritisation of their programmes wherever possible.

## **EDUCATIONAL DUTIES**

- To contribute to planning and delivering of training (both formal and informal) to parents, teachers and other school staff in speech, language and communication disorders related to children with physical and complex disabilities e.g. Hi Tech AAC training, Makaton.
- To participate in the induction of new staff members to Bedelsford School.
- To work closely with the teaching team and other therapists to agree on and implement the use of new symbols and approaches in the school and to construct/adapt appropriate communication resources for various curriculum and play activities during the day.
- Assessment, management and provision of individual children's communication aids/mounting systems/PODD books/vocabulary including determining appropriateness of new equipment/symbols and resources.
- To agree with the therapy team and ensure the consistency of symbols used throughout the school and to advise staff on symbols and resources.

## **RESEARCH DUTIES**

- To maintain an up to date knowledge of new techniques and development within the field of AAC and speech and language development and appraise and implement new interventions as appropriate.
- To engage in reporting on clinical practice, evidence based practice and research in order to improve services to pupils.
- To participate in research projects and to collect and provide research data as appropriate

## **ORGANISATIONAL DUTIES**

- To organise own caseload balancing case management, team responsibilities and time allocation towards school, professional and personal objectives.
- To be flexible to the demands of the environment including unpredictable events, deadlines and frequent interruptions.
- To monitor own resource levels and requirements in own areas and source and request new equipment and resources as appropriate.
- To attend and participate in meetings including Annual Reviews, school, multidisciplinary, staff and SLT.
- To attend any mandatory training and induction courses as requested by the Headteacher.

- To contribute to developing new policies for the school.
- To be responsible for security, care and maintenance of SLT equipment including switches, toys, IT and communication aids and reporting maintenance issues efficiently and quickly.

**OTHER DUTIES**

- Any other duties as may be reasonably required.