

JOB DESCRIPTION: SPEECH AND LANGUAGE THERAPIST

WORKING RELATIONSHIPS	Speech and Language Therapy team, including Therapy lead Occupational Therapy team Class Teacher and SSAs
RESPONSIBLE TO:	Senior Leadership team (Principal and Head of site)
ACCOUNTABLE TO:	Principal Board of Governors

CLIENT GROUP

The Link School is a special school situated in the London Borough of Sutton providing specialist education and therapy for up to 160 students aged 4 to 18 years whose primary need is in speech, language and communication including those with Autism and other neurodivergent profiles. Many pupils have high level sensory needs and a range of cognitive challenges. The school has 4 different sites, a Primary site, Secondary site and two smaller Satellite sites for learners with demand avoidant learning behaviour. Due to expansion, we have opportunities to work across 3 of our sites with flexibility for full-time or part-time positions available.

The school provides an outstanding education for pupils using effective strategies based on strong practitioner research. Our holistic curriculum promotes child centered learning that empowers and encourages our pupils in all areas of development.

JOB PURPOSE AND SCOPE:

The post-holder will join an established team of Speech and Language Therapists who are jointly responsible for providing a therapy service to The Link Primary and Satellite sites. This will include the assessment, intervention and management of complex speech, language and communication needs. The post-holder will work as part of a multidisciplinary team with teaching and occupational therapy staff.

They will also contribute actively to the development of the Speech and Language Therapy Department

- To provide clinically effective, child-centred and evidence-based speech and language therapy assessment and intervention to learners with complex speech, language and communication needs.
- To monitor and evaluate pupils' progress in relation to therapy targets and programmes.
- To provide support and training to teaching and support staff with regard to effective communication strategies. This may include training workshops and training specific to individual learners and/or the learning environment.
- To work alongside support staff and parents and to provide onsite informal training as needed.
- To be part of the wider school community contributing to the ethos and values promoted and to be involved in all aspects of school life including community visits, trips and school development.

The Speech and Language Therapist will be expected to work in collaboration with allied professionals and will need to maintain links with pupils and their parents/carers and advocates, school staff and other professionals working with pupils.

DUTIES & RESPONSIBILITIES:

CLINICAL

- To accept clinical responsibility for a small, designated caseload of pupils, and to organise this efficiently and effectively with regard to clinical priorities and use of time.
- To carry out clinical observations, informal and formal assessments of children, and analyse results reflecting on own knowledge and experience and seeking more specialist advice as required.
- To select and use appropriate formal and informal assessment tools.
- To analyse, interpret and report results in accordance with best practice guidance.
- To report assessment findings in a timely manner and ensure key findings and recommendations are included in the pupil's SALT reports and EHCP plans.
- To plan and implement child-centered individual speech and language therapy and small group interventions in association with education staff.

- To liaise with all team members and family/carers in order to provide a co-ordinated approach and ensure speech and language therapy input is integrated across the school and home environments.
- To report to other team members regarding speech and language therapy interventions and communication programmes.
- To work with teaching staff to plan and prepare activities, appropriate for pupils with complex communication needs and which encourage pupil engagement and understanding.
- To support the school in creating a communication enabling environment and sharing strategies for differentiating curriculum resources to assist the learning and communication of all pupils.
- To source and share innovations to improve the work of the Speech and Language Therapy department.
- To keep up to date with new developments in AAC devices. To instruct those working with the learners how to correctly and efficiently use equipment.
- To attend child-centred planning meetings for pupils.
- To work in conjunction with the multidisciplinary team to support pupils moving on to secondary provision.
- To attend school-arranged meetings for children, including IEP / EHCP meetings and Parent evenings.

ADMINISTRATION & MANAGEMENT

- To manage a clinical caseload and own time effectively, prioritising work as required.
- To complete and maintain accurate speech and language therapy clinical case notes in accordance with RCSLT best practice guidance.
- To write professional reports to be shared at review meetings.
- To address issues of confidentiality, consent and sharing of information throughout assessment and intervention according to GDPR regulations.
- To utilise standard Academy and School documentation as required.
- To be responsible for equipment used in therapy and to ensure the safe use of equipment by others.
- To be responsible for accessing regular clinical supervision and ensuring supervision sessions are recorded.

PROFESSIONAL

- To be accountable for own professional actions and recognise own professional boundaries, seeking advice where appropriate.

- To be aware of the sensitivity required to work closely, effectively and in a professional manner with children, parents/ carers and other professionals.
- To respect the confidentiality, individuality, values and cultural and religious diversity of pupils.
- To undertake school induction programmes and on-going training, including child protection and safeguarding, health and safety and risk management training.
- To participate in staff meetings, department meetings and liaison meetings with other professionals.
- To promote awareness of the role of Speech and Language Therapy within the school and home community.
- To maintain personal development through the use of off-site and in-house training, contact and involvement with relevant clinical excellence networks, attendance of in-service training, and review of literature as required.
- To provide second opinions, specialist advice and teaching to other Speech and Language Therapists and other professionals, as required.
- To maintain own Continued Professional Development (CPD) by keeping abreast of new developments within the profession and ensure that practice is based on best available evidence and learning outcomes are recorded in a manner appropriate to RCSLT and HCPC requirements.
- To review and reflect on own practice and performance through effective use of professional and operational supervision and appraisal.
- To comply with the RCSLT Clinical Guidelines.

GENERAL

- To be aware and comply with the Academy and School 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 incidents, and ensuring that equipment used is safe.
- To comply with and promote the Academy and School Equality and Diversity Policy.
- To be aware of and comply with all other Academy and School policies and procedures.
- To undertake such other duties of a similar nature from time to time as may be required by the Principal.

NOTES

- This role requires enthusiasm, flexibility and creativity in providing a service to meet the communication challenges of this specific client group.
- 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.

- The content of this job description will be reviewed regularly in the light of changing service requirements and any such changes will be discussed with the post holder.

PERSON SPECIFICATION

SPEECH AND LANGUAGE THERAPIST

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.

QUALIFICATIONS/TRAINING	
	Degree in Speech and Language Therapy or equivalent.
	UK Health and Care Professions Council Registration (HCPC).
	Eligibility for membership of the Royal College of Speech and Language Therapists.
	Evidence of recent training as a commitment to personal and professional development.
	Evidence of understanding the Statutory framework within which Speech and Language therapy is provided (detailed knowledge of Speech Therapy legislation, guidelines and procedures).
ABILITIES, SKILLS & KNOWLEDGE	
	Ability to demonstrate effective management of a clinical caseload of children with special educational needs.
	Ability to provide effective speech and language therapy interventions and assessments relevant to children within this client group.

	Ability to use specialist knowledge to inform service / policy developments.
	Ability to communicate effectively with children, parents/carers and other professionals.
	Ability to operate effectively as part of a multi-disciplinary team.
	Ability to train and support teaching teams within the class environment to enhance children's communication and in the use of specialised communication and language interventions.
	Ability to work closely with teaching staff in the identification of integrated learning and therapy-related individual targets.
	Ability to assess and implement the use of appropriate specialist equipment, including AAC devices.
	Ability to develop an understanding of the roles of other professionals and the principles of joint working with all staff working at the Link School.
	Understanding of how to access other services and agencies.
	Familiarity and skill using IT systems and programmes. Microsoft Office, PowerPoint, Symbols software, TEAMS.
	Ability to demonstrate a commitment to and responsibility for own CPD.
	Ability to demonstrate excellent verbal and written communication skills.
	Ability to contribute to the EHCP process for children within your caseload.
	Ability to work independently, take on responsibility and manage change.
	Ability to cope effectively with competing demands and pressurised timescales, meeting deadlines as required on a day-to-day basis using systems of prioritisation as appropriate.
	Ability to use initiative, problem solve and be pro-active.
	Ability to adapt and respond to requests or requirements at short notice.
	Knowledge of working with children with Autism, Neurodivergent profiles and Special Educational Needs.
	Knowledge of confidentiality and Data Protection.
	Knowledge of current Evidence Based Practice and research for educating children within this specific client group and of the statutory regulations for EHCPs
	Excellent planning and organisational skills.

	A forward thinker with the desire to carry out ongoing research with this group of learners.
	A high level of emotional resilience and emotional maturity.
	Skills in carrying out both individual and group interventions.
	Ability to demonstrate a fun and enthusiastic approach to enhancing children's communication skills