



Principal: Joe Shepherd
www.thelinkschool.co.uk

The Link School - Primary
138 Croydon Road
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The Link School - Secondary
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The Link School – Satellite Primary
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The Link School – Satellite Secondary
3 Carew Manor Cottages
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Wallington
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Job Description & Person Specification

Therapy Assistant

Location: Across all sites
Reports to: Lead therapist
Responsible to: Lead Therapist

Job Purpose:

To work as a Therapy Assistant at Link School, supporting the Therapy Team across sites in meeting the individual needs of pupils, with a particular focus on speech and language therapy. The role involves assisting with the delivery of therapeutic support and interventions that promote pupils' communication, emotional wellbeing and engagement in learning. The postholder will be supervised by a qualified therapist. The postholder will contribute to the development and delivery of therapy provision within the school and support the team in providing a high-quality service that enables pupils to access education and achieve positive outcomes.

Key Responsibilities:

Supporting the Therapy Team

- Work under the direction of the Therapy Team to support the delivery of therapeutic programmes and interventions for pupils, with a particular focus on speech and language therapy.
- Assist therapists in preparing and delivering individual or small group therapy sessions.
- Support the implementation of therapeutic strategies within the classroom and wider school environment.
- Contribute to creating a consistent therapeutic approach across the school.

Support for Pupils

- Work with individual pupils or small groups to support their communication, social development and emotional well-being.
- Help pupils develop strategies to encourage communication and help to manage emotions, behaviour and relationships.
- Encourage pupils to engage positively in learning and therapeutic activities.
- Support pupils in developing independence, confidence and resilience.

Assessment, Monitoring and Evaluation

- Support the monitoring and review of therapy programmes and pupil outcomes.
- Assist in recording pupil progress and maintaining accurate therapy records where required.
- Contribute to the implementation of individual support or therapy plans.
- Observe pupils during lessons and daily activities, providing feedback to therapists and teaching staff.



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Multi-disciplinary Working

- Work collaboratively with teachers, special support assistants and pastoral staff to embed therapeutic approaches across the school.
- Communicate effectively with staff to ensure therapeutic strategies are consistently applied.
- Support therapists in liaising with other professionals involved in pupils' care where appropriate.

Administration and Resources

- Assist in preparing and maintaining therapy resources, equipment and materials.
- Help ensure therapy spaces are safe, organised and conducive to learning and wellbeing.
- Maintain accurate records in line with school policies and procedures.
- Be able to use various IT systems used in the school.

Other

- Promote the welfare, safeguarding and wellbeing of all pupils.
- Participate in staff meetings, training and professional development as required.
- Support school activities, trips or events where therapeutic support may be beneficial.
- Undertake other duties appropriate to the role as directed by the Therapy Lead, Headteacher or senior staff.

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 Therapy Assistant, Link School

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	<ul style="list-style-type: none"> GCSEs (or equivalent) in English and Maths at Grade C/4 or above Relevant qualifications in therapy support, psychology, counselling, health, education or a related field. Additional training related to communication needs, therapeutic support or Autism. 	Desirable Desirable Desirable
Experience	<ul style="list-style-type: none"> Experience of working with children or young people. Experience of supporting pupils with additional needs or emotional/behavioural difficulties. Experience of working collaboratively as part of a team. Experience of working in a special school. Experience of supporting therapeutic programmes or interventions. Experience of working in a school, therapy, health or care setting 	Desirable Desirable Essential Desirable Desirable Desirable

Knowledge & Understanding	<ul style="list-style-type: none"> Understanding of the importance of supporting pupils' emotional wellbeing and development. Basic understanding of safeguarding and child protection responsibilities. Good communication and interpersonal skills. Knowledge of speech, language and communication needs and strategies to support students with these difficulties in an education setting. Knowledge of SLCN needs and strategies to support emotional regulation. Knowledge of therapeutic approaches used within educational settings. Understanding of multi-disciplinary working within education or care. 	Essential Essential Essential Desirable Desirable Desirable Desirable
Skills & Abilities	<ul style="list-style-type: none"> Ability to build positive and trusting relationships with pupils. Ability to work with pupils individually and in small groups. Ability to remain calm and supportive when working with pupils who may experience emotional or behavioural difficulties. Ability to follow guidance from therapists and work collaboratively with school staff. Ability to support the implementation of therapeutic strategies within the classroom. Ability to contribute to the monitoring of pupil progress and therapy programmes. 	Essential Essential Essential Essential Desirable Desirable



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Personal attributes	<ul style="list-style-type: none"> • Patient, empathetic and supportive when working with pupils with additional needs. • Positive and flexible approach to supporting pupils' needs. • Professional, reliable and able to maintain confidentiality • Commitment to safeguarding and promoting the welfare of children and young people. • Willingness to contribute positively to the wider school community • Commitment to developing knowledge and skills in therapy support. 	<p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Essential</p> <p>Desirable</p>
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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.