

## Ripplevale School

### Speech and Language Therapist Job Description

**Post Holder:**

**Post Title:** Band 6 Speech and Language Therapist

**Post Purpose:** To have responsibility for undertaking the assessment of students needs within your scope of practice and contribute to setting targets on individual provision plans. You will be working within a multidisciplinary team. You will monitor and report on the SaLT provision for individuals and groups of students and ensure that you take the lead in identifying any support or training requirements to support the highest standard of SaLT delivery

**Reporting to:** Headteacher, SENCo

**Responsible for:** None

**Liaising with:** SLT, SENCo, Teachers, & Specialists

**Disclosure level:** Enhanced DBS

#### Summary of main duties/tasks of post

##### Teaching and learning:

- Providing direct and indirect SaLT sessions to pupils in line with the provision and strategies identified on their EHCP (Education Health Care Plan).
- To assess and review pupils' speech, language and communication needs and to implement strategies and therapies taking into account a multi-disciplinary approach as well as the needs identified by Parents / Carers.
- Using specialist knowledge to recommend and develop appropriate adaptations in the curriculum to support speech, language and/or communication.
- Using specialist knowledge to contribute to annual targets and programs related to speech, language, and communication needs of individuals and groups of pupils.
- To work in collaboration within a multidisciplinary team and with parents/carers to implement and evaluate targets and develop communication strategies for pupils.
- To work alongside, support and implement strategies with education staff and other therapists.
- Demonstrating through practice an understanding and personal commitment to safeguarding and promoting the welfare of children and young people
- Adapting practice to meet individual circumstances of pupils, including due regard for cultural/religious/racial/gender and linguistic differences

- Developing and managing SaLT resources and on-going assessment of any resource needs and informing the Headteacher of these needs.
- To work collaboratively and closely with students and staff across the two sites of Ripplevale School (located in Ripple and Broadstairs) and with Trinity College (Rochester).
- To use evidence-based practice and outcome measures, thereby ensuring that practice is continually updated.

### **Assessment and reporting**

- Keeping up to date and accurate clinical records within the codes of practice and professional guidelines for Speech and Language Therapy
- To carry out assessments and observations and produce written reports.
- Monitoring and evaluating pupil progress in the areas of speech, language and communication, through providing feedback and informal reporting on progress for the Headteacher and Senior Leadership Team.
- Contributing to Pupil Progress Reports, Provision Plan Reviews, and Annual Reviews of EHCPs and 6-week assessments, demonstrating a specialist level of knowledge.

### **Training and Development**

- Continuing professional development in the clinical area.
- To continue own professional development using reflective practice, learning from others, and private study.
- To identify areas of professional development especially in relation to SEN and the range of difficulties that pupils with ASD and associated diagnoses.
- To identify CPD training and access support through clinical supervision and networking support groups.
- Deliver training to staff, parents and carers as identified in collaboration with the senior leadership team.
- Participating in scheduled clinical and line management supervision sessions.
- Mentoring teaching assistants as required.

### **Management**

- Identify the speech and communication difficulty or disorder
- Assess the cause and nature of the problem, for example, congenital problems (such as cleft palate), Tourette's or acquired disorders after injury
- Devise and deliver a suitable treatment programme, working on a one-to-one basis or in groups, to enable each of the pupils to improve as much as possible
- Review and revise the programme as appropriate
- Advise education staff on implementing a treatment programme and train other professionals in therapy delivery
- Monitor and evaluate progress
- Write confidential case notes and reports, as well as information for pupils, parents/ carers and other professionals
- To ensure and facilitate effective communication of SaLT needs.
- Monitoring and maintaining the health and safety of self and others using proactive and reactive strategies. This may include using positive handling techniques such as Team Teach.

To undertake other appropriate responsibilities and duties that may arise as and when required.

## **Communications and Liaison**

- To communicate effectively with the parents/carers of pupils as appropriate.
- Where appropriate, to communicate and cooperate with persons or bodies outside the school.
- To follow agreed policies for communications in the school.
- To take part in liaison activities such as reviews, open day & parents' evenings etc.
- To contribute to the development of effective subject links with external agencies.

## **Management of Resources**

- To contribute to the process of ordering and allocation of equipment and materials.
- To assist the Head of Education to identify resource needs and contribute to the efficient/effective use of physical resources.
- To cooperate with other staff to ensure a sharing and effective usage of resources to the benefit of the school, department and the pupils.

## **School Ethos**

- To play a full part in the life of the school community, to support its distinctive mission and ethos and to encourage staff and pupils to follow this example.
- To support the school in meeting its legal requirements for worship.
- To actively promote the school's corporate policies.
- To comply with the school's Health and Safety Policy and undertake risk assessments as appropriate.

## **Safeguarding and Child Protection**

- To make yourself aware of all policies and ensure that you abide by Ripplevale School's Safeguarding and Child Protection Policies which contain the names and points of contact for all relevant agencies.
- To participate in all Safeguarding/Child Protection training required by the school.
- To immediately report any incidents of a Safeguarding/Child protection nature to the school's Designated Safeguarding Leads
- Failure by a member of staff to report actual or suspected physical, sexual or emotional abuse or neglect of a pupil is a disciplinary offence.

## **Mentoring, Supervision and Development**

- Contribute to the overall ethos, work and aims of the school by attending relevant meetings and contributing to the development of policies and procedures within the school. Also, participate in staff meetings and training days/events as requested.
- Liaise between managers/teaching staff, multi agencies and LSAs.

## **Behavioural and Pastoral**

- Recognise and challenge any incidents of racism, bullying, harassment, victimisation and any form of abuse of equal opportunities, ensuring compliance with relevant school policies and procedures and making sure the individual(s) involved understand it is unacceptable.
- Understand and implement school child protection procedures and comply with legal responsibilities.
- Assist in maintaining good discipline of students throughout the school and escort and supervise students on planned visits and journeys.

- Supervise students at times other than during lessons according to the school's duty arrangements.
- Assist teachers by receiving instructions directly from professional or specialist support staff involved in the student's education. These may include social workers, health visitors, language support staff, speech therapists, educational therapists, educational psychologists and physiotherapists.

#### Other

- Any other duties required by the SENCo, Deputy Heads, and Headteacher that fall within the responsibilities of the post.
- At all times carry out duties with due regard to the school's Health and Safety Policy.
- To work within and encourage the school's Equal Opportunities Policy and contribute to diversity policies.

**The above outlines the main duties and responsibilities of the post but may not identify each individual task to be undertaken.**

#### Signatures:

The school will undertake to make any reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for an employee who develops a disabling condition.

This job description is current at the date below but will be reviewed on an annual basis (or as need arises) and following consultation with you may be changed to reflect or anticipate changes in the job requirements which are commensurate with the job title and grade.

Signed	Name	Designation	Date
		SALT	
	Jane Norris	Headteacher	