

## **JOB DESCRIPTION – SPEECH & LANGUAGE THERAPIST LEAD**

**Title: Therapy Lead**

**Responsible to: Assistant Head teacher**

**Location: To work across all sites used by FAW**

**Hours: 37 per week (either full year with 27 days holiday or term time only)**

**Salary: KR11 - £39,812 - £45,589 (pro-rated if term time only)**

### **Job Purpose**

- To assess, diagnose, treat and manage own specialist caseload of pupils and maintain associated records
- To provide specialist intervention and evaluate outcomes
- To train and support colleagues within school and participate in appropriate specialist training to other colleagues
- To advise and provide clinical support to other therapists/staff on speech and language therapy issues, across the timetable and across the curriculum
- To lead and line manage all members of the therapy team.

### **Reports to**

- Senior Leadership Team for day to day supervision and instruction

### **Key Areas of Responsibility**

- To be responsible for maintaining own competency to practice through CPD and maintain a portfolio which reflects personal development in order to maintain up to date HPC and RCSLT registration
- To be accountable for own professional action and recognise and work within own professional boundaries, seeking advice and support as necessary
- To demonstrate clinical effectiveness by use of evidence based practice and outcome measures
- To use specialist knowledge to inform school/policy developments within own specialist area
- To keep up to date and develop strategies for implementing best practice in clinical areas relating to own caseload
- To contribute to the inter/agency/multidisciplinary team at the school
- To acknowledge and work towards a social model of provision when meeting the needs of children and working with staff teams

### **Clinical**

- To be professionally and legally accountable for all aspects of own work including the management of patients on a given caseload
- To write reports for families and relevant professionals that reflect specialist knowledge of speech, language and communication needs

- To attend and provide reports for PCR's and EHCP's, shared goals, case conferences as required
- To ensure that pupils, parents/carers and teaching staff are all involved in the planning and implementation of specialist care plans
- To advise and liaise with school staff, carers and other agencies regarding the management and care of the pupil with communication difficulties
- To respect the confidentiality of all school and pupil information
- To refer to other specialist services as appropriate
- To demonstrate the ability to reflect on auditory, visual and kinaesthetic aspects of the pupil communication and to identify appropriate strategies to facilitate and enhance communicative effectiveness
- To make appropriate clinical decisions following specialist assessment, including recognising potential breakdown
- To make differential diagnosis on the basis of evidence from specialist assessment
- To demonstrate the ability to reflect on practice with SMT/Leadership group
- To monitor and request equipment and to manage the speech and language therapy budget
- To be responsible for the security, care and maintenance of equipment ensuring standards of infection control and safety are maintained including equipment loans to pupils

#### Knowledge/Training

- To demonstrate specialist knowledge and practice in paediatric dysphagia and AAC (Augmentative and Alternative Communication).
- To demonstrate a specialist knowledge of wide range of speech, language and communication needs in children and appropriate interventions
- To prioritise and manage caseload as directed by the school
- To demonstrate a working knowledge of relevant procedures including: safeguarding children, SEN procedure, vulnerable adult etc., and other legal requirements
- To manage own time effectively and demonstrate an ability to prioritise tasks.
- To maintain intense concentration in all aspects of patient management and to manage the emotional consequences of working with distressing conditions
- To identify training needs of staff and participate in the development and delivery
- To provide specialist advice to other parties as appropriate
- To advise on Speech and language therapy targets and strategies throughout the school day

#### Therapy

- To assess, diagnose and manage pupils needs with regards to speech and language therapy
- To maintain relevant speech and language therapy records
- To produce speech and language therapy reports as appropriate
- To attend when appropriate PCR and shared goal/IEP meetings
- To train and support Teachers, TA's and other colleagues in speech and language therapy as appropriate
- To maintain links with parents/carers in regard of speech and language issues
- To liaise and work alongside support staff, assistants and volunteers

- To oversee maintenance and use of therapy equipment e.g. communication aids, seating equipment.

#### Administrative/Support

- To lead on the clinical delivery of Therapy Services in line with the schools vision and SIP, ensuring the provision of high quality, pupil centred, responsive and effective support.
- To be a key member of the Senior Management team, working closely with Senior Leadership team in developing and implementing the schools overall vision and objectives.
- To be responsible for leading in developing and implementing the Therapy team vision and annual Therapy Team School Development Plan
- To be responsible for giving support and overall clinical guidance for the Therapy Team
- To provide expert clinical knowledge and professional in integrated Therapy working and professional leadership within the in Speech and Language Therapy intervention.
- To manage the Therapy Team Budget offering guidance to the therapy team and resourcing and procurement of resources.
- Line manage all members of the Therapy Team
- To maintain pupil records in accordance with RCSLT professional standards
- To undertake administrative and pupil related tasks in line with school requirement and policies
- To produce reports reflecting specialist knowledge regarding pupil needs and devise care plans

#### Communication and working relationships

- To attend and Lead appropriate meetings with the Therapy service and school
- To contribute to specialist clinical teams by discussing own and others input around pupil needs, ensuring a well-co-ordinated care plan
- To communicate complex condition related information from assessment to pupils, carers, families and members of the multidisciplinary team/other professionals.
- To work closely with pupils, carers and families, agreeing the decision making relevant to the pupils management
- To demonstrate empathy with pupils, carers, and families and colleagues, ensuring that effective communication is achieved, particularly where barriers to learning exist
- To demonstrate skills in motivating pupils and carers to engage in the therapeutic process
- To demonstrate negotiation skills and resilience in the management of conflict across a range of situations.
- To employ excellent verbal and written communication skills
- To carry out school policy as documented/and or directed by the Head teacher

All postholders will be expected to work across of the Five Acre Wood sites

