

Job Description

Position Title	Speech and Language Therapist		
Location	Learn to Live Federation		
Reporting to	Executive Headteacher		
Grade	G		
Directorate/Section/School			
Effective date of JD	August 2021	JE Job Number	G.2466

Job Purpose:

The main purpose of the job is:

To lead on the provision of the speech and language therapy service across the Federation (three sites) - initial assessment, diagnosis, advice and therapy programmes as well as staff training.

The management and organisation of clinical caseload for self and for other practitioners.

Main duties and responsibilities:

This post has budgetary responsibilities.

The provision of a speech and language therapy service to learners across the Federation, with developmental and acquired disorders of speech, language, voice and fluency.

To create and deliver training across the Federation in Total Communication – PECs, Intensive Interaction, core vocabulary etc.

To create and lead termly staff meeting sessions to review aspects of communication support and good practice.

To write and update the Communication Curriculum.

To create resources to support learners at all levels of the Communication Curriculum, including resources to support learners at home.

To quality assure the Communication Profiles for all learners.

To work within a multi-disciplinary team across the Federation to support access to communication and learning for all learners eg working closely with the VI specialist etc.

To make referrals to the NHS Speech & Language Therapy service for a more detailed assessment of the learner's communication strengths and needs.

To liaise with outside agencies, teachers and families to ensure the learners have the optimum experience from their NHS assessment.

To support class teams to put in place recommendations made by AAC West and to support them to monitor the individual student's progress.

To support transition for students from Post 16 to other settings by reviewing all the communication information for the individual learners and collating it into a communication transition report.

To write and update Communication / Speech & Language Therapy policies.

To manage and review caseloads across the Federation.

To line manage members of the Communication & Decision-Making Team.

Maintain up to date and accurate case notes in line with RCSLT (Royal College of Speech and Language Therapists), professional standards and local trust policies.

To gather and update activity data accurately and regularly, ensuring the provision of such information promptly within school policy, procedure and county guidelines.

To participate in departmental research and clinical governance/audit projects.

To collect and provide research data as required.

It is not a requirement of the Federation's Speech & Language Therapist to fulfil specified SALT provision written into EHCPs above and beyond responsibilities listed above.

Person specification:

Attribute	Essential	Desirable	Method of Assessment
Management	Ability to manage small diverse team.	◦	◦
Experience	<ul style="list-style-type: none"> • Experience with children with a wide range of developmental and acquired disorders of speech, language and voice. • Experience of working in a special needs setting. • Able to work closely with children, carers, families, school staff and multi disciplinary teams regarding assessment, advice and implementation of treatment plans • Experience of managing a budget. 	Experience of working in a special school environment	◦ Job description and from interview.
Practical Skills	<ul style="list-style-type: none"> • Ability to create resources that are efficient and effective in meeting the needs of students. • Ability to manage high level of resources. • Ability to create and deliver effective training programmes. 	◦	◦ Interview, references and application.
Communication	<ul style="list-style-type: none"> • Excellent interpersonal skills • Excellent communication skills. • Good team worker. • Able to work with children and carers who present with difficult / challenging behaviour 	◦	◦ Application, interview process.
Personal Qualities	<ul style="list-style-type: none"> • Good clinical and organisational skills • Demonstrates good analytical and reflection skills • Knowledge of a broad range of assessment tools relevant to working with children in school settings • Awareness of educational issues • Able to identify areas of own professional / personal development including use reflective practice 	Stamina and motivation to work in special school setting.	◦ Application, interview and general presentation
Strategic Thinking	Ability to think strategically in order to lead the Therapy service across the Federation.	◦	◦
Technology / IT Skills	Excellent ICT skills.	<ul style="list-style-type: none"> • Knowledge of symbol systems • Knowledge of PECS (Picture Exchange Communications System) • Knowledge of all 	

		communication aids.	
Education and Training	<ul style="list-style-type: none"> • Qualified speech and language therapist (NHS Band 6) • HPC Registration (Health Profession's Council) 	Successful completion of Royal College of Speech and Language Therapists (RCSLT) competencies	◦
Equal Opportunities	Devon County Council and its staff have a Statutory obligation to implement anti-discriminatory and equal opportunities when carrying out their duties		◦ Demonstrate knowledge at Interview
Physical	Able to carry out the duties of the post with reasonable adjustments where necessary		◦ OH1
Other relevant factors	Commit and conform to DCC Customer Service Standards		◦