



Job Description

Speech and Language Therapist

Team Purpose

As part of our Learning Support Team, the role focuses on better learning outcomes for children and young people working in Secondary and Primary education settings in Milton Keynes. This will be achieved primarily by the efficient and effective delivery of statutory responsibilities in relation to schools and the strategic priorities in the Education and settings policy in mainstream schools and unit provision.

Catholic Purpose

The Speech and Language Therapist must understand the nature and purpose of Catholic education and know that his or her first responsibility is to support the school in establishing and sustaining its Catholic identity and safeguarding the teaching of the Church. S/he must ensure that this Catholic identity is reflected in every aspect of their work. This duty provides the context for the proper discharge of all other duties and responsibilities.

- Articulate and promote the school's distinctive aims and ethos with parents, staff, pupils and the wider community.
- Hold and articulate clear values and moral purpose, leading by example with integrity, creativity, clarity and resilience.
- Demonstrate optimistic personal behaviour and model positive relationships and attitudes towards pupils and staff
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Main Responsibilities:

The implementation of the Vision for St Paul's and the Code of Conduct.

In liaison with the Head of the Communications Department and Head of Learning Support to:

- To undertake high quality assessments of children and young people and make recommendations about appropriate therapeutic interventions for each young person, in accordance with individual assessed needs
- To work closely with pupils ensuring a personalised plan of delivery
- To maintain professional registration and memberships relevant to the profession as required
- To work closely with staff and communicate with the Local Authority and external professionals
- To provide advice, support and deliver training to colleagues where appropriate
- Lead social skills sessions and speech and languages therapy for pupils in the

communications provision and beyond.

- Help with the day to day running of the department helping pupils to access lessons, home/school liaison, liaising with departments, etc.
- Communicate effectively with colleagues and parents as appropriate.
- Assist with induction of new pupils.
- Deliver training regarding ASD to staff and pupils.
- To provide SALT provision to Catholic feeder schools in a peripatetic role
- To work with EYFS – KS5 pupils in mainstream education and unit provision across Milton Keynes
- Liaise with pupil families in accordance to multi-disciplinary assessments and meetings
- Work with colleagues in a variety of settings from EYFS – KS5 to support the SALT needs accordingly
- Prepare and develop appropriate reports and analysis for presentation to a variety of stakeholders
- Responsible for maintaining accurate pupil and assessment records in line with relevant codes of practice and legislation

General:

- To work as an effective member of a team and to promote team work at all times
- Observe good working practices and current health and safety regulations
- Exercise flexibility in working hours / days in carrying out your own duties
- Observe and adhere to all Policies, Procedures and Regulations
- The post-holder is also required to undertake such other duties as may be required by or on behalf of St Paul's Catholic School provided that they are consistent with the nature of the post
- Be committed to and attend relevant continuous professional development
- Undertake any reasonable instruction given by your mentor or Leadership Group member to ensure the smooth and efficient delivery of your role
- The above responsibilities are subject to the general duties and responsibilities contained in the statement of Conditions of Employment
- This job description allocates general duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed
- The job description is not necessarily a comprehensive definition of the post. It will be reviewed regularly and it may be subject to modification or amendment at any time after consultation with the holder of the post
- This job description may be varied to meet the changing demands of the School at the reasonable discretion of the Head teacher
- This job description does not form part of the contract of employment. It describes the way the post holder is expected and required to perform and complete the particular duties as set out in the foregoing
- The post-holder will deal with sensitive material and should maintain confidentiality in all School related matters
- This list is an outline of the responsibilities. The post holder will be expected to undertake other duties relevant to the post in discussion with the Business Manager or Headteacher.

St Paul's Catholic School is committed to the safeguarding of children and expects all staff and volunteers to share this commitment. All appointments are subject to a satisfactory enhanced DBS declaration.

Signed: **Name:** **Date:**