

### Job Description & Person Specification

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| <b>Job Title:</b>           | Children's Occupational Therapist                            |
| <b>Service / Provision:</b> | Exeter House School  |
| <b>Job Family:</b>          | Support Staff  |
| <b>Line Manager:</b>        | Senior Leadership Team (SLT)                                 |
| <b>Salary Grade:</b>        | E 1 – 5  |
| <b>Annex:</b>               | Please ensure you refer to Annex 1 with this job description |

Take a whole person approach to each child and young person's (CYP) physical and mental wellbeing by considering all their needs – physical, social, psychological and environmental for the School/Education Provision (EP); through the use of appropriate standardised and non-standardised assessment to develop the clinical skills to determine and recommend the best course of intervention, and develop comprehensive therapy plans.

#### Key accountabilities, duties and responsibilities

- To use and maintain sound clinical reasoning skills throughout the therapeutic process to ensure best practice and identify risk.
- To provide targets and/or programmes for a range of CYP to be delivered by EP colleagues.
- To demonstrate clinical effectiveness by use of evidence-based practice.
- To compile and maintain timely, accurate and effective case notes in accordance with professional and organisation standards.
- To uphold standards of practice for occupational therapists as determined by the regulatory body the Health and Care professions council and the Professional Standards Code of Ethics and professional Conduct of the Royal College of Occupational Therapists.
- To demonstrate participation in Continuous Professional Development in line with HCPC and professional body requirements.
- To review and reflect on own practice and performance through a variety of means including the effective use of professional supervision.
- To develop skills in working with pupils with complex difficulties, including but not exclusively profound learning disabilities, physical disabilities, autistic spectrum conditions and behaviours that challenge.

#### Additional Responsibilities

- To assess, plan and implement occupational therapy interventions for a caseload of CYP with complex needs.
- To assess the sensory needs of CYP and provide advice/therapy as appropriate.
- To work closely with parents/carers and external agencies as required.
- To work in an integrated way with educational colleagues and the wider MDT team.
- To be involved in planning, organising and delivering training to parents/carers and educational colleagues.
- To assess and advise on appropriate equipment for functional skills and sensory regulation in class and around the EP.

| Tasks/duties              | Essential skills   | Desirable skills   |
|---------------------------|--|--|
| Qualifications & Training | <ul style="list-style-type: none"> <li>• B.S.C Hons or recognised degree equivalent qualification in Occupational Therapy.</li> <li>• Health Care Professions Council Registrar</li> </ul>   | <ul style="list-style-type: none"> <li>• Registered Member of Professional Body.</li> </ul>  |
| Knowledge & Experience    | <ul style="list-style-type: none"> <li>• To be able to demonstrate knowledge of the participation challenges of CYP with SEN such as autistic spectrum disorder, down's syndrome, cerebral palsy and global developmental delay.</li> <li>• To be able to demonstrate a basic understanding of sensory processing challenges and how they impact on a CYP ability to participate.</li> <li>• Ability to deliver training</li> <li>• Understand procedures and legislation relating to confidentiality and apply them.</li> </ul> | <ul style="list-style-type: none"> <li>• Previous experience of working with CYP in the field of occupational therapy and/or other fields.</li> <li>• Previous experience of working within the school system.</li> <li>• Experience of working with CYP/adults with learning disabilities and/or CYP/adults with neurological conditions.</li> <li>• Membership of relevant Special Interest Groups/Clinical excellence networks.</li> <li>• Experience of working with CYP with SEN</li> <li>• Experience of delivering training of parents and other professionals.</li> <li>• Experience of working with behaviours that challenge.</li> </ul> |
| Skills & Abilities        | <ul style="list-style-type: none"> <li>• Be willing to follow the EP Safeguarding Policy and procedures and undertake mandatory Safeguarding training as directed by the school</li> <li>• Excellent written communication skills</li> <li>• Ability to plan and manage own time effectively.</li> <li>• Ability to reflect and critically appraise own performance in relation to current best practice and develop skills accordingly.</li> <li>• Resilience within highly pressured environments.</li> </ul>                  | <ul style="list-style-type: none"> <li>• Understanding of Health &amp; Safety</li> </ul>   |