

Oaklands School

Job Description

Occupational Therapist

Salary - Hounslow Pay Scales P03 (Point 33) to P05 (Point 39)

Hours of work: 36 Hours a week

Contract Type: Term time plus 2 weeks (41 weeks)

Responsible to: Therapy Team Lead

Main purpose of the job

- To work in a therapy team, providing onsite Occupational Therapy services to school pupils as indicated in their EHCPs; providing advice, assessment, and intervention for students alongside additional training and support of parents and school staff.

Main responsibilities and tasks

- To deliver occupational therapy as indicated in student Education Healthcare Plans, which may involve delivering individual and group therapy as required.
- To support teaching and support staff to embed OT programmes in lessons in line with the relevant curriculums also that all pupils are comfortable and able to engage well and access learning.
- To organise own time and caseload in order to best meet student needs.
- To produce programmes for class teams and families and reports as required for annual reviews.
- To work with families so that they become able to meet their child's OT needs at home.
- To ensure resources required for the delivery of therapy are ordered, and liaise with the Relevant budget holders in relation to high cost equipment or seating for individuals.
- To liaise with teaching and support staff and with the speech and language and physiotherapists in meeting student needs.
- To report to the Head Teacher and Governors when required regarding Occupational therapy service, providing expert advice to support the school development plan.
- To deliver induction and in-service training regarding Occupational Therapy to school staff, and training workshops for parents.
- To maintain knowledge of developments in OT practice and evaluate for appropriateness for Oaklands Pupils.

- To be registered with the Health Care Professions Council (HCPC) and Royal College of Occupational Therapists (RCOT). To adhere to HCPC and RCOT standards and guidelines.
- Access clinical supervision, line management and Continuing Professional Development (CPD) to ensure clinical knowledge and approaches are evidence-based and effective for the students.
- Organising and running workshops and training programmes for parents
- Any other duty as required by the Therapy Team Lead and/or Head Teacher commensurate with the post.

KEY RELATIONSHIPS (INTERNAL AND EXTERNAL)

1. Staff at Oaklands School
2. LA commissioned therapy provider
3. Parents
4. School Leadership team
6. School Governors.

Equal Opportunities: The School has a strong commitment to achieving equality of opportunity and expects all employees to implement and promote this in their own work.

Health and Safety: The School is committed to a healthy and safe working environment and expects all its employees to implement and promote its policy in all aspects of their work.

Confidentiality: The School is committed to maintaining the privacy of all its staff and pupils. It expects all staff to handle all individuals' personal information in a sensitive and professional manner. All staff are under an obligation not to gain access or attempt to gain access to information they are not authorised to have.

Safeguarding: The School is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff and volunteers to share this commitment.

SIGNATURES

Name of Line Manager:

Signed..... Dated.....

Name of Post holder:

Signed..... Dated.....