



Little Ilford School - Job Pack
Speech and Language Therapist



Little Ilford School

Learning Together, Achieving Together, Succeeding Together.

Headteacher: Ian Wilson

Rectory Road, London, E12 6JB

Tel: 0208 478 8024

Dear Applicant,

Thank you for expressing an interest in the post of Speech and Language Therapist.

We are achieving exceptional results to match our status as an outstanding school. 61% of our students achieved five A*-C (9 – 4) grades with English and mathematics, and 35% achieved the student English Baccalaureate. This has been achieved in a school with levels of attainment significantly below the national average on entry, and 60% are entitled to pupil premium. Our Progress 8 figure is +0.22, which places us well above the national average.

This is an exceptional school with high expectations, tight discipline and an exciting curriculum.

It is a place where teachers gain experience in a high achieving environment which enables them to quickly develop their practice and progress in their career. I can promise you that this will be one of the most rewarding places to work and that, aside from the intrinsic challenges and rewards this post offers, there are many other benefits for people who work for us. We are committed to creating a professional and supportive workplace for our staff. We want you to look forward to each day at the school. We expect hard work, skill and dedication to our ethos and, in return, we will provide an excellent working environment and promotion opportunities. We will also provide outstanding experiences and a bespoke training programme. Simply having worked in our school at some time in your career will enhance your curriculum vitae. If you feel that you can make a positive contribution to our school, please apply online via our website.

I look forward to reading your application. Should you have any queries, please do not hesitate to contact me.

Yours sincerely,
Ian Wilson
Head Teacher

"...an excellent ambassador for community cohesion within the locality" Ofsted





LITTLE ILFORD SCHOOL

JOB DESCRIPTION

Speech and Language Therapist

Salary: PO2 £32,628-£35,286

INNOVATE, LEAD, AND INSPIRE

EQUALITY AND DIVERSITY

We are committed to and champion equality and diversity in all aspects of employment with the London Borough of Newham. All employees are expected to understand and promote our Equality and diversity Policy in the course of their work.

Overall Purpose of Job

To provide a specialist speech and language therapy assessment, support and intervention service for a caseload of children and young people with specific speech and language disorders or Autism Spectrum Disorder, based at Little Ilford School. The post holder will work in close collaboration with teachers, teaching assistants, parents and other agencies/services, and take full responsibility for all decisions made.

To act independently within the team as a specialist resource and advisor on the support and management of pupils with specific speech and language disorders, or Autism Spectrum Disorder, for teachers and teaching assistants and parents,

To work closely with the SEN CTL, ASD CTL and resource provision teachers to actively promote the local authority's and school policy of inclusive education for pupils who have specific speech and language disorders or Autism Spectrum Disorders.

To co-ordinate objectives and lead on developments in specific designated areas of the work of the inclusion team and to ensure the smooth running of arrangements within that area.

Job Context

1. The post holder is line managed by the ASD CTL
2. The post holder has no budget responsibility

Key Tasks and Accountabilities

Key tasks and accountabilities are intended to be a guide to the range and level of work expected of the post holder. This is not an exhaustive list of all tasks that may fall to the post holder and employees may be expected to carry out such other reasonable duties, which may be required from time to time.

1. To promote the achievement of the objectives of the school's progress plan (SPP), which in turn contributes to the wider Council's objectives, as well as promoting the Council's inclusive agenda and the rights of children and young people with specific speech and language disorders or Autism Spectrum Disorders to equal opportunities.
2. To ensure that all tasks and duties for which the post holder is responsible are carried out in a way that meets the expected service and professional standards and are in line with expected protocols and procedures, and to work in a way that is positive and well organised

3. To work with the Inclusion Team and the school's leadership to devise, implement and review procedures and quality management systems and to monitor and evaluate the overall impact of the team and any individual projects for which the post holder is responsible.
4. To work with the Inclusion Team to provide and analyse data about outcomes for pupils and, as part of school monitoring, to prepare reports as appropriate.
5. To undertake a continuous review of the speech and language and overall provision, make recommendations for change and manage the implementation of change
6. To assess, design, deliver, model and evaluate a range of specialist programmes of support and intervention for pupils with specific speech, language and communication disorders or Autism Spectrum Disorders working closely with parents/carers, teachers and teaching assistants and maintaining a high level of independent decision-making, expertise and professional competence.
7. To liaise closely with teachers and teaching assistants in curriculum planning, target setting and the development of resources.
8. To respond to the requirements of statutory education procedures by providing advice for statutory assessments and reassessments and taking part in Annual and Transition reviews
9. To provide advice, support and modelling for parents and carers and other family members, and to respond to their needs in the context of the individual child as well as based on a wider knowledge of language development and difficulties.
10. To make independent decisions about the timing and model of support appropriate for the pupil's needs at different times in discussion with teachers, teaching assistants, parents and other agencies.
11. To take responsibility for coordinating and/or providing specialist advice and information on the management of the speech, language and communication needs of pupils to teachers, teaching assistants, parents and carers and other support services in schools.
12. To take the lead in the co-ordination and development of identified inclusion objectives from the school development plan.
13. To be responsible for delegating tasks as appropriate to ensure that all pupils make at least good progress.
14. To assist in the induction of new staff, modelling specific approaches and providing support and advice
15. To support the professional development cycle of the school; observe colleagues delivering programmes and provide support and targets for improvement.
16. To liaise with members of associated professions within Children and Young People's Service and in voluntary sector organisations, and to contribute to partnership work and effective multi agency relationships by attending multidisciplinary meetings, annual reviews and IEP meetings.
17. To take responsibility for actively developing and maintaining up-to-date knowledge in the specialist field of language and communication difficulties, as well as in other areas pertaining to the post, through a range of

CPD opportunities, including participation in evidence-based research, special interest groups and contact with relevant agencies nationwide.

18. To audit professional development needs of staff within the post holder's service area, to advise the Co-ordinators and Team leader of required developments and to implement a service strategy for this, to ensure that staff members are trained in all new developments and approaches

19. To maintain a high level of ICT skills and the effective use of ICT with pupils

20. To maintain a system of caseload administration, documentation and record-keeping, ensuring that guidelines are adhered to, as specified by the Council, and the Royal College of Speech and Language Therapists.

21. To participate in supervision and appraisal processes, in accordance with Council policy.

22 To represent the team and the schools at meetings and other types of forums as appropriate

23. To work closely with the Primary Care Trust Speech and Language Therapy Service and Language, Communication and Interaction Team at a strategic and operational level through joint planning, training, liaison and clear communication to ensure continuity of provision and information exchange

24. To act in a way that supports the development of an ethos of team working where individuals take an active part in ongoing professional development, being positive, forward looking and pupil focussed and promoting respect, ownership and empowerment.

25. To promote equality of opportunity in the delivery of services and employment practice

26. To work in classrooms, with small groups and 1:1 in the school context in order to deliver effective intervention.

27. To work closely with the ASD and SEN teams in the planning of personalised inclusion plans for pupils. Taking direct responsibility for pupils who are part of the resourced provision or have exceptional resource funding.

28. To have a degree of flexibility and respond to the demands of the environment including unpredictable work patterns.

30. To work closely with class teachers to support them with planning effectively for pupils who have additional needs, proactively promoting the inclusion of all pupils.

31. To plan, resource and deliver in-service training for school staff as and when required.

32. To attend in-service training sessions when directed by Head teacher.

33. To be understand and carefully follow each school's safeguarding practises; taking responsibility for keeping own knowledge up to date.

34. To maintain membership of RCSLT and HPC.

35. At the discretion of the ASD CTL and Headteacher, to undertake such other activities as may from time to time be agreed consistent with the nature of the job described above.

Hours:

Monday	8.15am – 4.15pm (all staff are required to attend the briefing in the dining hall at 8.15)
Tuesday	8.15am – 4.00pm
Wednesday	8.15am – 4.00pm
Thursday	8.15am – 4.00pm
Friday	8.15am – 3.30pm

All hours during term time (39 weeks per year).

Person Specification

Job Title: Speech and language Therapist	
Division/Section:	Job Number: N/A
Salary: PO2 £32,628- £35,286	Date last updated: December 2017

IMPORTANT INFORMATION FOR APPLICANTS

The criteria listed in this Person Specification are all essential to the job. Where the Method of Assessment is stated to be the Application Form, your application needs to demonstrate clearly and concisely how you meet each of the criteria, even if other methods of assessment are also shown. If you do not address these criteria fully, or if we do not consider that you meet them, you will not be shortlisted. Please give specific examples wherever possible.

EQUALITY AND DIVERSITY

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CRITERIA	METHOD OF ASSESSMENT
KNOWLEDGE:	Application form/Interview <ul style="list-style-type: none"> o Knowledge and understanding of equal opportunities and diversity issues and how this applies to public sector working o Knowledge and understanding of relevant social, education and SEN legislation and guidance and its application (local and national) o Highly specialist knowledge of a range of assessment and intervention techniques, appropriate to the school, classroom and curriculum context. o In-depth knowledge of the learning and teaching process and how this presents in the classroom o Understanding of how schools work as systems and organisations o Knowledge and understanding of leadership and management o Understanding of complex issues facing parents and families (particularly those with ASD)
QUALIFICATIONS:	Application Form/Interview/Certificate <ul style="list-style-type: none"> o Appropriate degree or postgraduate qualification and licence to practice as recognised by the Royal College of Speech and Language Therapists o Registered member of Health Professions Council o Evidence of extensive and current professional development, including specialist training courses

EXPERIENCE:	Application Form/Interview <ul style="list-style-type: none"> o Minimum 5 years post qualification o Extensive experience of working in an inclusive mainstream primary and/ or secondary school setting. Working effectively with teachers and teaching assistants to ensure a high quality provision. o In depth experience of working with children with specific speech/language disorder and associated learning difficulties or ASD o Experience of multi-agency and parent/family work o Experience of identifying training needs and planning, delivering and evaluating training to a wide range of audiences o Extensive experience of measuring outcomes and evaluating effectiveness and impact
SKILLS AND ABILITIES:	Application Form/Interview <ul style="list-style-type: none"> o Able to work independently and as part of a team o Excellent interpersonal and presentation skills and communication skills, written and verbal o High quality administrative and organisational skills o High level of competence and awareness of use of ICT across the curriculum o Well-developed problem-solving and negotiation skills o Able to identify areas needing development in school settings and to communicate ideas o Able to take the lead in projects from planning through to implementation and evaluation o Be flexible and adapt quickly to the changes within the school and the needs of pupils
PERSONAL STYLE AND BEHAVIOUR:	Application Form/Interview <ul style="list-style-type: none"> o Demonstrates a strong commitment to inclusion. o Demonstrates a strong commitment to partnership and team working o Able to demonstrate fairness and openness o Has high degree of integrity o Able to work under pressure
OTHER SPECIAL REQUIREMENTS:	<ul style="list-style-type: none"> o None



LITTLE ILFORD SCHOOL
Headteacher – Ian Wilson

Learning Together, Achieving Together, Succeeding Together

REQUIRED to start ASAP

Speech and Language Therapist

Salary: PO2 £32,628- £35,286

This is a fantastic opportunity to begin or continue your professional journey in a brand new specialist ASD provision, which opened in September, within a well led, collaborative and supportive school. Little Ilford is a friendly, inclusive and oversubscribed school in Newham making a big difference to the lives of our diverse student community. Last year we moved into our state-of-the-art building. We have a strong reputation and high expectations of both students and staff and consider this to be an exciting place to work and develop, where creativity and innovation are nurtured.

As a school we are absolutely committed to ensuring that all staff have access to comprehensive professional development and have developed an exciting and impactful programme designed to offer training that makes a real difference. We value a good home/work balance and do what we can to support our staff in this respect.

We are looking for a committed, enthusiastic and high calibre Speech and Language Therapist to join our energetic and dynamic team. You will work with a team of teachers and teaching assistants, keeping up to date with developments in your field to ensure that the provision for ASD students is outstanding. You will engage and inspire our students, allowing them to make rapid progress.

We will support and develop you to become an outstanding practitioner and provide working partnership opportunities with other schools and departments. We are an aspirational, reflective and creative learning community where all adults are learners who take risks in order to achieve excellent results for our students.

We look forward to receiving your application.

Shortlisted candidates will have the opportunity to demonstrate their knowledge and skills during the interview process.

To apply, obtain further information or for an informal discussion please contact Fahima Begum on 020 8928 3548 /email HR@littleilford.org

The closing date is **25th April 2018 at 9am**

Interviews will be W/C 7th May 2018

Little Ilford School, Rectory Road, Manor Park, London E12 6JB

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. An enhanced DBS check is required for all successful candidates.