

EARLY YEARS AND PRIMARY SCHOOL SPEECH AND LANGUAGE THERAPIST JOB DESCRIPTION

Job Title :	Early Years and Primary School Speech and Language Therapist
Line Manager:	Head of Lower School

Purpose of Job

Leading therapy and intervention for students needing speech, language and communication intervention and providing training, support and advice so that other professionals within the School can provide effective support. Providing support and assistance for students with special educational needs other than the above.

Duties and Responsibilities

Support and Intervention

- Manage own caseload of children in liaison with the Inclusion Manager and SENCo
- Plan, execute and monitor therapy programmes for individuals and small groups of pupils with special educational needs
- Carry out observations and formal and informal assessments of children
- Devise intervention plans in association with the child's parents and education staff
- Monitor intervention outcomes and adapt the plans and programmes accordingly
- Be a key member of the Lower School inclusion team and provide advice regarding speech, language and communication needs for parents and education professionals in respect of both individual children and/or general guidance regarding the management of these difficulties.
- Establish a trusting and respectful relationship with children and their parents/carers and ensure that appropriate boundaries are maintained
- Provide training courses for parents/carers and School staff
- Maintain records and case notes and write reports
- Provide daily guidance for teaching assistants, SEN teachers and class teachers
- Collect data, where relevant, on speech and language therapy outcomes
- Provide general SEN support to students across Lower School
- Maintain and develop core professional competencies, underpinned by current evidence-based practice, UK national standards and RCSLT clinical guidelines
- Make a positive contribution to the wider life and ethos of the School including contributing to Leadership in Action activities (e.g. by offering two extra-curricular activities) and occasional boarding duties and weekend and residential opportunities
- Develop effective professional relationships with colleagues, knowing how and when to draw on advice and specialist support
- Take responsibility for improving teaching through professional development and responding to advice and feedback from colleagues and taking part in school professional development reviews and appraisals
- Communicate effectively with parents in regular review meetings

Personal and Professional Conduct

Maintain High Standards of Ethics and Behaviour, within and Outside School:

- Treat students with dignity, build relationships rooted in mutual respect, and at all times observe proper boundaries appropriate to a teacher's professional position
- Have regard for the need to safeguard students' well-being, in accordance with School policy and School safeguarding code of conduct
- Show tolerance of and respect for the rights of others
- Support and encourage fundamental values such as democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs
- Ensure that personal beliefs are not expressed in ways which exploit students' vulnerability or might lead them to break the law
- Have proper and professional regard for the ethos, policies and practices of the School and maintain high standards in own attendance and punctuality

Other Responsibilities

- Plus any duties that the Head Master deems necessary for the effective operation of the School

Required Qualifications, Knowledge, Skills and Personal Qualities

- Membership of Health Professions Council and Royal College of Speech and Language Therapists
- Speech and Language Qualification
- Significant experience in Primary School
- High level of professionalism and consideration of the well-being of children
- Experience of working with children with complex needs
- Knowledge of child development and of learning disabilities, in particular autism and ADHD
- Knowledge of PECS
- Excellent recording and reporting skills
- Ability to work independently and to use initiative
- High level of integrity and ability to handle confidential data sensitively and securely
- Ability to relate well to and to form and maintain appropriate relationships with children, young people and adults
- Ability to make an enthusiastic contribution to the wider life and ethos of our School
- Respect for all members of a School community, irrespective of position, gender, age and ethnic background
- Ability to communicate effectively with staff members and parents
- Excellent ICT Skills and experience of using ICT to support teaching and learning
- Commitment to personal professional development and supporting the development of a professional learning community within the School

Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task undertaken may not be identified. The post holder will be expected to comply with any reasonable request from the line manager to undertake work of a similar level that is not specified in this job description. This job description may be amended at any time following discussion between the line manager and member of staff, and will be reviewed annually.

Harrow International School Bangkok is committed to the safety and protection of children.
All employees are expected to comply with our School Child Protection and Safeguarding Policy.