**FBS Occupational Therapist Job Description**

**Band 5-7 London Fringe (dependent on experience)**

**LINE MANAGER: Headteacher and Head Behaviour Analyst**

**LOCATION: Chiltern Road, Maidenhead, SL6 1XA**

**PROBATIONARY PERIOD: 6 months / Green Book Working Terms and Conditions**

Your role as a Paediatric Occupational Therapist at Forest Bridge School will include the following responsibilities;

* To be responsible and accountable for all aspects of Occupational Therapy intervention ensuring a high standard of clinical care is provided to pupils.
* To provide direct therapy to pupils with OT identified on their EHCP.
* To provide small group OT intervention to classes throughout the school.
* To provide individualised and class based intervention programmes as required.
* To ensure OT knowledge and use of strategies and programmes are used routinely throughout the school.
* To plan and deliver training as required such as teaching staff inset sessions and parent information sessions.
* To work as part of a wider team of professionals, work closely and communicate well with the whole staff team
* To assess children for specialist equipment and recommend its purchase as appropiate. Set up and adjust specialist equipment specifically for individual children. Train parents / carers and other agencies in the use of the equipment.
* To manage a small budget for OT equipment and resources.

Person Specification

You must be:

* Competent in using a variety of assessment and treatment approaches with children in order to provide the most effective approach tailored to the individual needs of the child.
* Able to use your expert clinical reasoning skills to establish an accurate assessment and prognosis; appropriate written report; development of individual targets /treatment plan / therapy programmes for the variety of needs.
* Able to evaluate intervention and progress using school based reviews and progress meetings.
* Able to plan, organise and prioritises own clinical and non-clinical workload with support, as necessary from senior manager.
* Responsible for maintaining accurate and up to date individual client records. This includes recording of assessment, outcome, on-going treatment evaluation, goal setting and report writing.
* Able to offer specialist advice and communicate with written reports, occupational therapy programmes and verbal information to school staff and parents/carers and agencies including other health professionals, social services, education, voluntary organisations etc regarding a child’s occupational therapy management and individual needs.
* Able to maintain a professional portfolio of Continuous Professional Development (CPD), recording learning outcomes and reflections through clinical practice and internal and external development opportunities.
* Able to ensure confidentiality at all times, only releasing confidential information obtained during the course of employment to those acting in an official capacity in accordance with the provisions of the Data Protection Act and its amendments.
* Able to continually update their clinical knowledge and practice procedures inline with current research, guidelines and government legislation.