



Senior Occupational Therapist Job Specification

Hours: 36 hours a week, Term Time.

Contract: Permanent

Reporting to: Integration of Services Lead (ISL) and Senior Leadership Team (SLT)

Main purpose

Job Title: Senior Occupational Therapist

Job Summary: The Senior OT will be an integral member of the school's Integrated Services Team at Hedgewood School. The Senior OT will lead and supervise an already established OT team as well as liaise with the teaching teams to provide a coordinated approach and ensure OT recommendations are integrated into each learner's day. The Senior OT will work under the guidance of the Integrated Service Lead and Senior Leadership Team, you will carry out OT recommendations to support learners with complex learning difficulties and provide regular training to school staff to support their knowledge and understanding and to support the incorporation of OT principles within each class's daily routine. The Senior OT will provide supervision and guidance for our Occupational Therapist and our Occupational Therapist Assistant. Hedgewood aims to provide an outstanding education for pupils in terms of effective strategies based on strong practitioner research as well as the holistic curriculum offer that promotes strong personal and social education, cognitive development, and wellbeing.

Main Duties & Responsibilities

- Provide specialist OT input to meet pupil's identified needs focusing on sensory-motor development, emotional regulation, and functional skills.
- Conduct comprehensive assessments and other reports as required. (including motor and sensory assessments) for pupils
- Provide support, guidance, and advice to school staff and families to support the sensory needs of pupils
- Supervision of OT and OT Assistant
- Provide training to class-based staff in line with universal and targeted interventions
- Set specific, measurable, achievable goals that address pupil's functional limitations
- Monitor progress of specialist interventions carried out by OT and OT assistant
- Provide individual small group therapy, as required through Education and Health Care Plan (EHCP) allocation and provision maps.
- Ensure that electronic records are up to date and maintained.
- Provide instruction and demonstration to staff working with pupils on how to use specialist equipment
- Provide regular feedback on pupil's needs through observations and assessments through Direct Class Support (DCS)
- Provide instruction and training for staff working with pupils in class to maintain universal OT services.
- Liaise with class teachers to plan for DCS.
- Participate in staff meetings and training sessions as required.
- Stay up to date with research and evidence-based practices that may be relevant to the role of OT
- Promote the role of OT to parents/carers and staff by supporting OT or ISL in training or parent meetings.
- Respond to parents' OT inquiries
- Collaborate with parents, caregivers, and external healthcare professionals to ensure a coordinated approach to therapy.

- Respect the confidentiality, individuality, values, and cultural and religious diversity of pupils
- Maintain personal development through the use of off-site and in-house training
- Be aware of following key school policies, requirements, and procedures in respect of e.g. Safeguarding, well-being, GDPR, H&S, Use of Social Media, Teaching and Learning, Behaviour approach/Low Arousal

Person specification

CRITERIA	QUALITIES
Qualifications and experience	• Recognised and relevant Occupational Therapy degree/ diploma • Valid and up-to-date HCPC registration • Member of the RCOT • Sensory Integration Qualification e.g. ASI • Working with children/ young people with SEN, particularly those with Autism • Working with children / young people with receptive and/ or expressive language difficulties • Formulation of therapy plans; providing appropriate intervention(s); evaluating outcomes • Carrying out formal and informal assessments, observations • Report Writing • Using Autism specific strategies/ approaches • Working with children with sensory difficulties and motor coordination difficulties. • Delivering Training
Skills and knowledge	• Skills in co-working, liaison, and consultation with other professionals, especially with regard to complex cases. • Professionally discrete and able to respect the confidentiality on particular issues • Approach therapy with creativity and flexibility • Excellent communication skills • Clear written and spoken English • Able to provide rationales for interventions from evidence-based practice and individual need • Understand and promote holistic approach • Specialist knowledge of OT assessment and intervention • Support others in working with children/ young people e.g. providing (indirect) intervention programmes, and advice. • ICT skills, including use of internet, emails and Microsoft word. • Able to produce learning resources and materials to support progress and achievement. • Knowledge and understanding of child protection and safeguarding practices and protocols

Personal qualities	• Emotional resilience in working with children/ young people who may present with behaviours which challenge • Ability to work as a team and independently • Patience • Flexibility and adaptability • A positive attitude with energy and commitment. • Desire to further develop the school's ethos. • Ability to form and maintain appropriate professional relationships and boundaries with children and young people. • Ability to motivate and enthuse pupils. • Highly organised, motivated and enthusiastic. • High professional and personal standards • A commitment to working to strict deadlines • Willingness to play a part in the wider life of the school • Confidence, liveliness, tenacity, flexibility, adaptability and resilience.
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Notes:

Please note that this is illustrative of the general nature and level of responsibility of the role. It is not a comprehensive list of all tasks that the Senior OT will carry out. The postholder may be required to do other duties appropriate to the level of the role, as directed by the headteacher or line manager.

This job description may be amended at any time in consultation with the postholder.

Last review date:

Next review date:

Headteacher/line manager's signature:

Date:

Postholder's signature:

Date:
