

## **JOB DESCRIPTION**

### Chingford Academies Trust

<b>Title of Post:</b>	Educational Psychologist
<b>Grade/Pay Range:</b>	Soulbury A scale 3-8 (£47,688-£57,954 FTE) + additional £2,431 outer London weighting
<b>Actual Salary:</b>	£22,649-£27,288 (inclusive of Outer London weighting)
<b>Hours</b>	Part Time: 3 days per week 21.75 hours p/w (08.00–16.00, including 45 minute unpaid lunch break)
<b>Weeks per year:</b>	38 weeks plus 5 INSET days
<b>Contract type:</b>	Permanent
<b>Reporting to:</b>	SENDCo/Vice Principal

The SEN department includes the SENDCo, Deputy SENDCo, this post, a team of Inclusion Practitioners, dedicated SEND Admin and a team of Teaching Assistants. There is additional support through Speech and Language Therapists and the School Counsellor.

### **FACILITIES AND RESOURCES**

The school includes a Specially Resourced Provision for students with Speech and Language Needs and ASD. The Inclusion Team are based in a dedicated space that includes classrooms, a sensory room, small group spaces and a staff workspace. Chingford is part of the DfE School Rebuilding Programme and as part of that will move into a state-of-the-art inclusion space.

### **LINE OF RESPONSIBILITY**

The post holder is directly responsible to the SENDCo and Vice Principal for Inclusion.

### **JOB PURPOSE**

- Working with the Strategic Lead for Inclusion, the post holder will be a key member of the Inclusion team and will contribute to the strategic direction of the Trust, and directly support the delivery of the strategic school improvement plan. The successful candidate will provide robust, reflective, informed and high-quality educational psychology support, assessment and interventions to the Trust (at an individual, group and whole academy level) for children and young people in secondary education. The post holder must be a research/evidenced based practitioner in their practice.

### **MAIN DUTIES / RESPONSIBILITIES**

- Individual assessment (planning, delivery and report writing)
- Consultations with staff and/or parents
- Supervision for staff (directly or through development of peer supervision groups)
- Classroom observation and recommendations
- Intervention design and delivery (directly or through supporting staff members)
- Liaison with parents as required
- Provide advice and training on a range of issues including resilience and mental toughness, mental health and emotional wellbeing, parenting, anti-bullying, parental engagement, peer interventions, positive behaviour management and behaviour for learning initiatives through the application of psychology
- Support the Trust in developing its inclusive approach to meet the needs of vulnerable children with behaviour and SEMH needs
- Utilise appropriate assessment methods to determine cognitive abilities of children
- Work with staff to develop Educational Healthcare plans
- Produce high quality, professional reports within time deadlines
- Deliver high quality training or other CPD support to colleagues, or parents/carers
- To work independently, to organise time/workload efficiently, and meet deadlines as required
- Work creatively, flexibly and strategically to meet the needs of stakeholders in partnership with a range of providers and agencies
- Attend and participate in regular meetings and participate in training and other learning activities, as required
- Lead and further develop professional networks
- Keep abreast of, and contribute to, regional and national developments in behaviour and SEMH strategy and professional practice
- Commitment to teamwork, sharing and developing ideas and practice, and feeding back to others from own CPD developments
- Promote and safeguard the welfare of children and young people you are responsible for or come into contact with
- Planning and delivery of weekly group sessions with pupils (as required).

## **GENERAL**

- These above-mentioned duties are neither exclusive nor exhaustive and the post-holder may be required to carry out other duties as required by the School
- Always to perform duties in all elements of the role in a professional manner and with integrity, mindful of confidentiality as appropriate
- To be committed to, and comply with, all Trust policies

- To comply with all provisions of the Health and Safety at Work Act 1974, any other relevant legislation and with all school Policy and Practice relating to Health and Safety at Work
- To participate in Appraisal in line with school policy
- To participate in continuing professional development opportunities as directed or identified through appraisal and ensuring ability to fulfil role effectively
- To manage both internal and external relationships, striving for excellence in stakeholder satisfaction
- To work effectively and successfully in your team within school

## **OTHER REQUIREMENTS**

- To have an up-to-date Enhanced DBS Disclosure.

## **SAFEGUARDING**

Safeguarding students of the Trust is a priority. All appointments to posts in the Trust are made through stringent adherence to the requirements of 'Keeping Children Safe in Education' (most recent edition). The schools in the Trust maintain a cohort of staff trained in Safer Recruitment and the trained colleague(s) most appropriate to this post will participate in the selection process.

All staff will be trained annually in Child Protection requirements. Cognisant of Part 1 of 'Keeping Children Safe in Education', (most recent edition), staff are required to refer all Child Protection concerns to the Child Protection trained staff team in their school (recognising that they can refer directly themselves to LBWF in extraordinary circumstances). Those trained in Child Protection are identified throughout Trust and school documentation and on the school websites.

Within their work, employees are required to identify, attempt to prevent or at least minimise the risk of interpersonal abuse or violence; safeguarding children, other vulnerable people and themselves. This includes the timely sharing of information with appropriate colleagues to enable action to be initiated and protection to be afforded to both students and/or colleagues as needed.

All employees are required to be aware of and update colleagues, as appropriate, to comply with current legislation and statutory guidance which will affect their practice in role and must adhere to all policies and protocols of Chingford Academies Trust and their school within the Trust.

Name of Postholder .....

Signature ..... Date .....

**PERSON SPECIFICATION**  
**EDUCATIONAL PSYCHOLOGIST**

<b>JOB REQUIREMENTS</b>	<b>Essential</b>	<b>Desirable</b>
<b>QUALIFICATIONS</b>		
First Degree, and a professional Doctorate or Master's Degree in Educational Psychology (recognised by the British Psychological Society)	X	
HCPC registered	X	
<b>EXPERIENCE</b>		
Experience of safeguarding and well-being for students and staff	X	
Experience of building effective relationships with staff, parents and carers, governors, and the wider school community		X
<b>SKILLS, KNOWLEDGE AND UNDERSTANDING</b>		
Broad and up-to-date knowledge and understanding of the SEND Code of Practice and Keeping Children Safe in Education		X
Knowledge of current psychological theory and research and experience of using evidence-based research to achieve beneficial outcomes for a child/young person or family	X	
Ability to communicate with all levels of staff and parents/carers in confident, calm and professional manner	X	
Commitment to ongoing personal development and willingness to undertake appropriate training	X	
<b>PERSONAL ATTRIBUTES</b>		
Ability to manage workload and priorities along with being able to work under pressure	X	
Clear commitment and understanding of the Trust ethos, vision and values and an ability to uphold them	X	
Ability to handle sensitive & confidential information	X	
Flexible and adaptable, and able to work using own initiative	X	
<b>SAFEGUARDING</b>		
Commitment to safeguarding and promoting the welfare of children and young people	X	
Ability to form and maintain appropriate relationships and boundaries with students	X	
Understanding of Safeguarding procedures	X	

Enhanced satisfactory DBS check	X	
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This post is exempt from section 4(2) of the Rehabilitation of Offenders Act, 1974, as the duties give you access to persons who are under the age of 18.

The amendments to the Exceptions Order 1975 (2013) provide that certain spent convictions and cautions are 'protected' and are not subject to disclosure to employers, and cannot be taken into account. Guidance and criteria on the filtering of these cautions and convictions can be found at the Disclosure and Barring Service website.

**The Trust as an employer is committed to safeguarding and promoting the welfare of children and young people as its number one priority. This commitment to robust Recruitment, Selection and Induction procedures extends to organisations and services linked to the school on its behalf.**