



Job Description

Post Title:	Therapy Assistant	Department:	N/A
Hours per week:	Full time term time position.	Weeks per year:	38
Contract Type:	Permanent		
Salary:	19000 - 23000		
Reports to:	Headteacher		

School Overview

The Lion Works School is a Specialist setting that meets the needs of secondary and sixth form age students who are all individuals, who have a range of interests, all of whom have talents, and also happen to have a diagnosis of Autism Spectrum Condition or a need which presents similarly. The school is growing steadily as part of a multi-year plan and currently has 27 students on role.

This is an exciting opportunity to join a growing and developing school and to become an integral part of the therapy offer.

Purpose of the Role

This is a new role and is part of the school's development plan to offer a multi-disciplinary education.

The successful candidate will deliver sessions designed and planned by a Speech and language Therapist as well as Occupational Therapist. It will be necessary to keep records, write clear reports and engage with a range of professionals throughout the school.

Key Accountabilities & Duties

As a Therapy Assistant:

- Reviewing, planning and creating reports and other documentation relating to therapeutic input
- Meeting with and taking instruction, training and guidance from SaLT and OT professionals
- Delivering one to one and small group sessions
- Training and advising staff on therapeutic methods and techniques
- Attending meetings as required
- Completing and keeping up to date with CPD opportunities

Duties falling within the scope of designated contact hours:

- Additional school requirements; such as break and lunch duties
- Attending meetings
- Travelling offsite as required
- Report writing

- CPD
- Receiving and giving training
- Delivering sessions to students
- Communicating with parents
- Communicating with stakeholders

Other Duties:

- Participation in curriculum development activities
- Attendance at consultation evenings, open evenings, and award events
- Completion of relevant paperwork to deadline
- Attend staff development events as appropriate
- General administration relevant to the role

***The above list of duties is not exhaustive and is subject to change. The post holder may be required to undertake other duties within the scope and grading of the post.**

Equal Opportunities

The Lion Works School will seek to ensure that all existing and potential employees and students are given equal opportunities for employment and education. It is committed to the elimination of unlawful or unfair discrimination on the grounds of sex, age, marital status, colour, race, nationality or other ethnic or national origin, disability, sexuality, trade union membership or activity and religious background. The school will seek to ensure that no applicant for employment or education is disadvantaged by conditions or requirements which cannot be justified. The school aims to provide an open welcoming and safe environment for all its students, employees, and visitors.

Safeguarding

The Lion Works School is committed to safeguarding and promoting the welfare of children and we expect all staff to share this commitment. This post is exempt from the Rehabilitation of Offenders Act 1974; pre-employment checks will be conducted; references will be sought, and successful candidates will be subject to an enhanced DBS check and other relevant checks with statutory bodies.

We comply with the Disclosure & Barring Service (DBS) code of practice and have a written policy on the recruitment of ex-offenders, both of which are available on request. If you are shortlisted, you will be required to declare any relevant convictions, adult cautions or other matters which may affect your suitability to work with children. As a result of amendments to the Rehabilitation of Offenders Act 1974 (exceptions order 1975) in 2013 and 2020, some minor offences are now protected (filtered) and should not be disclosed to potential employers, and employers cannot take these offences into account.

Further Information

This Job Description and Person Specification are current as of May, 2023. In consultation with you it is liable to variation to reflect changes in the job. If you have any queries relating to your Job Description and/or Person Specification, please consult the Headteacher.