

Autism East Midlands Therapy Team  
Children's Services  
Speech and Language Therapist. Band 6

**Job Description**

1. **Job title:** Specialist Speech and Language Therapist  
  
**Department:** Sutherland House School - Children's Services  
  
**Hours:** Full and part-time contracts  
All contracts include annualised hours options – based on 37.5 hours per week, FTE.
2. **Reporting To:** Speech and Language Therapy Team Leader  
School services posts also report to Head Teacher.
3. **Staff Reporting to you:** None
4. **Main Purpose of the Post:**
  - 4.1 Responsible for the provision of a range of Speech and Language Therapy Services and intervention packages to a designated caseload of students, including to meet EHCP requirements, at Sutherland House School.
  - 4.2 Responsible for promoting collaborative working practices with all staff in order to ensure Speech and Language Therapy is integrated into planning and delivery within designated areas of service delivery.
5. **General Responsibilities:**
  - 5.1 Conform at all times with health and safety requirements set down in legislation and adhere to safe working practices as directed in health and safety legislation and AEM policies.
  - 5.2 To aim to work to the professional standards as defined by the Royal College of Speech and Language Therapists and HCPC, and to work within the key areas as defined by RCSLT position papers relevant to designated caseloads including.
    1. 'Five good communication standards' (RCSLT 2013)
    2. Autism Guidance (RCSLT October 2023)
  - 5.3 To be aware of current national legislation relating to Autism, special education and/or social care, mental health and adult learning disability and play an active role in maintaining local standards of good practice, networking and autism strategy; Promoting good relationships in the department and locality so as to increase staff/public awareness and support the aims and objectives of the company as a whole.

- 5.4 Promote and safeguard the welfare of children/young people in line with safeguarding legislation and AEM policies and procedures
- 5.5 To, at all times, act according to the policy and philosophy AEM has outlined in company guidelines and policy documents and carry out any other reasonable duty requested by the Therapy Lead/Head Teacher/senior management

## 6. Clinical Duties

### 6.1 Assessment and Intervention

- 6.1.1 To use clinical reasoning to carry out detailed assessments and information gathering of students with a range of social and learning needs, including some behaviours of concern, in collaboration with appropriate staff, families/carers and other key people, including students themselves, in order to plan appropriate programmes of intervention
- 6.1.2 To facilitate staff in their understanding of communication skills and autism, the nature and causes of behaviours of concern, the role of the environment and their own communication and how to develop appropriate and consistent ways of communicating with autistic individuals.
- 6.1.3 To consult with appropriate staff, regarding the levels of input and agree intervention programmes given to students/service users, to contribute to the prioritisation process and manage a defined caseload independently, as required.
- 6.1.4 To use clinical judgement and evidence-based approaches to develop and deliver/implement a range of appropriate outcome driven and integrated interventions (direct, training and consultancy) involving, as agreed, the individual, family/carers, appropriate staff, professionals and key people in the individual's environment. This may also include whole school or class-based projects.
- 6.1.5 To monitor and evaluate the effects and outcomes of all SLT intervention. To keep and update records of an individual's progress using appropriate recording and reporting processes, in line with company practise and RCSLT/HCPG guidelines.
- 6.1.6 To produce accurate and detailed written information for a range of purposes including written profiles of communication skills and needs, annual review reports, interim progress reports and contributions to care planning for staff/families/carers/commissioning services/local authority.
- 6.1.7 To be actively involved in targeted project work, training and consultancy as part of intervention plans in liaison with the appropriate staff/professionals, as part of the therapy team and AEM service development planning.
- 6.1.8 Provide staff/families/carers with support and strategies to maintain effective communication across living, learning and social contexts, promoting generalisation and carry-over of strategies for independent communication, choice making, understanding and expressing feelings and/or needs.

## 6.2 Team Working

- 6.2.1 To become an active member of AEM Therapy Team and support the development planning of Speech Therapy within and across children's services, contributing at individual and environmental level for designated departments.
- 6.2.2 To provide advice that facilitates the development of staff skills to follow good practice guidelines and individual recommendations for how best to consistently communicate with the students/service users they work with.
- 6.2.3 To liaise within relevant departments promoting SaLT services to create opportunities, relationships and environments that enable individuals to communicate.
- 6.2.4 To bring to the attention of the Clinical Leads/Head Teacher/Senior Management any significant developments and/or concerns regards communication programmes and progress within curricula and/or social learning programmes.

## 6.3 Training and Consultancy

- 6.3.1 To be involved in facilitating staff learning and being actively involved in providing advice and a range of training for AEM staff including contributing to whole staff induction programmes and staff training in language and communication
- 6.3.2 To actively contribute to providing and developing individualised training to develop staff skills in developing specific communication skills or in supporting delivery of a specific communication programme.
- 6.3.3 To actively contribute to bespoke/tailored training and support for staff, families/carers and other professionals involved with AEM in clinical subjects that are related to your practice.

## 6.5 Clinical Knowledge and Expertise

- 6.5.1 To use clinical knowledge, skills and experience, including autism specific strategies both independently and in collaboration with others to create and maintain environments and practices which facilitate an individual's ability to communicate to their full potential, and which promote choice making and promote understanding and expression of emotional, social and cognitive well-being.
- 6.5.2 To actively maintain and further develop clinical knowledge and expertise in areas of specific autism practice including applying knowledge and skills from external and internal training courses/seminars/Clinical Excellence Networks, including clinical professional development.
- 6.5.3 To continually monitor and evaluate the intervention process and key areas of prioritisation, and adapt as appropriate as part of a collaborative process
- 6.5.4 To maintain Continuing Professional Development requirements as described by RCSLT and HCPC guidelines and attend/support the school's programme of in-service training and CPD. To actively participate in AEM individual staff development meetings and undertake appropriate training/targets.

- 6.5.5 To actively develop and apply clinical knowledge and skills of a range of therapeutic approaches that are widely understood to benefit Autistic individuals, including total communication approaches involving AAC.

## 6.6 Resource Management

- 6.6.1 To liaise with the Speech and Language Therapy Team Leader to ensure that the department/service is adequately equipped for the needs of the students, including staff supporting individuals and that resources and devices are maintained appropriately.

## Equal Opportunities Statement

This post is subject to satisfactory enhanced disclosure from the Criminal Records Bureau/Disclosure and Barring Service (DBS)

AEM has a strong commitment to working towards the achievement of equality and opportunity in both service delivery and employment. AEM's mission statement and strategic objectives directly support these aims. All employees are required to actively support and implement AEM Equal Opportunities Policies.

The post holder will be required to undertake such duties as may reasonably be expected. All members of staff are expected to be professional, co-operative and flexible within the needs of the post, the department and AEM.

*Footnote: This job description is provided to assist the jobholder to know what his/her main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.*