

Broad Oak Community Primary School
Job Description



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| Post: | Well-being Co-ordinator and Play Therapist |
| Post Designation: | Fixed term contract - 16.25hrs (term time only +5) hours to be negotiated with the school. |
| Salary: | 29 - 31 (£24,892 - £26,539) |

Status of the Post:

This is a post within the school's Pastoral Team. In addition to offering play therapy sessions, the postholder will contribute to the smooth running of the school, participating in staff development opportunities and address school priorities as reasonably requested by the Headteacher. The postholder is accountable to the Headteacher via the Senior Leadership Team.

Main Purpose of the Post:

To lead and co-ordinate the schools well-being programme, through working in innovative ways, with individuals, small groups of pupils and parents. This will include the use of play therapy and counselling. This will include helping to develop the spiritual, moral, social and cultural development of all learners.

Professional Responsibilities:

The postholder will be required to exercise his/her professional skills and judgement to carry out, in a collaborative manner, the duties set out below:-

- To work with individual children, small groups and also joint work involving parents/carers or siblings in order to develop symbolic communication and establish in-depth therapeutic relationships with children experiencing emotional distress.
- Assess the emotional needs of children in consultation with other professionals, in and out of the school, and engage with those staff that directly supports them.
- Provide play therapy treatment for children as individuals and in groups.
- Engage parents and pupils in Filial Therapy in order to help parents and children form closer and happier relationships.
- Become familiar with and implement staff codes of conduct and relevant school policies including those for child protection, equal opportunities, inclusion, behaviour etc.
- Develop an action plan to improve pupil and family well-being across the school. To include developing the staffs awareness of, and approach to, pupils who are experiencing emotional distress.

- Develop sensory play provision within the school.
- Support classroom based staff with behaviour interventions e.g. restorative justice and behaviour improvement groups.
- Develop contact with the families or carers (including the Local Authority) of the identified pupils to support the pupils' action plans and the achievement of their targets. This may require home visits in collaboration with other agencies.
- Liaise with representatives of other agencies such as Education Welfare Service, Social Services, Behaviour Support teams, psychiatrists, psychologists, psychotherapists, social workers, psychiatric nurses and/or occupational therapists as required.
- Participate in and maintain continuing professional development through attending conferences, courses and meetings in order to remain abreast of theoretical, clinical and research findings.
- Keep careful records of interventions, undertake assessments, track pupils' progress and prepare reports, as requested by the designated member of the school's management team.
- Provide appropriate information to assist the school to liaise with other primary schools, high schools, the local authority and outside agencies.
- Undertake training, networking and professional development as required by the school.
- To collaborate closely with senior staff and evaluate the impact of working with families and individual pupils.
- To participate in and lead relevant school professional development programmes.
- It is your responsibility to carry out your duties in line with the Council's policy on equality and be sensitive and caring to the needs of the disadvantaged, promoting a positive approach to a harmonious working environment. You should act as an exemplar on these issues and should identify and monitor training for yourself and any employees for whom you are responsible, in line with this policy, the Equality Standard and obligations under the Race Relations (Amendment) Act 2000.
- Such other duties as may be appropriate to achieve the objectives of the post to assist the Thematic Area in the fulfilment of its objectives commensurate with the post holder's salary grade, abilities and aptitudes.
- The post holder must at all times carry out his/her responsibilities with due regard to the Council's policy, organisation and arrangements for Health and Safety at Work.