

<b>Job Title:</b> Educational Psychologist	<b>Role Profile Number:</b> P/A
<b>Grade:</b> Soulbury A2-7 (plus up to 3 SPA points honoured)	<b>Date Prepared:</b> Reviewed September 2022
<b>Directorate/Group:</b> Education, Inclusion and Skills Children's Services	<b>Reporting to:</b> Senior or Deputy Principal Educational Psychologist
<b>Structure Chart attached:</b>	No

### Job Purpose

- To work as an Educational Psychologist (EP) in the Swindon Educational Psychology Service (EPS) which is part of the Education, Inclusion and Skills directorate within Children's Services.
- To support the Local Authority (LA) in meeting its responsibilities for pupils with special educational needs.
- To provide direct support to a number of schools and early years settings.
- To work collaboratively with other agencies to promote positive outcomes for children, young people and families. This includes providing both a statutory and traded service to schools and settings.
- To provide assessments and reports within agreed timescales to ensure that the full needs of the child are considered at all meetings, and reviews.

### Key Accountabilities

- To carry out high quality and varied assessments with individual children and young people experiencing barriers to learning because of difficulties with cognition and learning; interaction and communication skills; physical, sensory and medical needs and social, emotional and mental health difficulties (ref: SEN Code of Practice).
- To deliver a high quality educational psychology service to the LA by completing EP contributions to statutory assessments within given timelines and contributing, as required, to the Annual Reviews of pupils with Education Health and Care Plans, both in-and out of borough.
- To lead Joint Problem-solving, Consultation and Team Around the Child & Family meetings resulting in effective interventions with children and young people involving parents, carers, teachers, teaching assistants and other relevant professionals.
- To participate in and champion the common processes within Early Help (e.g. Early Help Record and Plan and Team Around the Child & Family).
- To work at a systems level with schools and educational settings to identify barriers to the successful

- learning of children and young people and plan effective ways of removing or reducing these barriers.
- As a representative of the EPS to attend meetings, panels and case conferences, as required.
  - To coordinate, participate in, develop and deliver training for schools/settings, LA staff, professionals from other agencies and parents/carers.
  - To plan and deliver effective interventions.
  - As required to collect data and undertake research to advise on more effectively meeting the needs of Swindon's children and young people.
  - To contribute to the continuing development of the EPS.
  - To deliver a high quality EPS to children and young people 0-25 years aimed at optimising teaching and learning and the social and emotional development of children and young people.
  - To comply with the EPS data recording processes and protocols.
  - As planned with senior management, to undertake studying and attend training to ensure your professional knowledge is current, relevant and in line with the needs of the service.
  - To be compliant with and take an active role in the HR processes including appraisal, attendance, leave, and performance.
  - To actively plan professional development and maintain registration with the Health & Care Professions Council and other relevant professional bodies.

### **Supplementary Accountabilities**

- Because of the nature of the work and in accordance with the demands of the service, the post holder will be required from time to time to work outside normal office hours, including evening and weekend work, for which time off in lieu of payment should be taken at a time agreed with the EPS management team. Overtime will not be paid.
- Staff members are expected to lead on specialist areas of work on behalf of the EPS.
- To undertake such other duties commensurate with your grade, and/or hours of work, as may reasonably be required of you.
- This role profile is intended as a general guide to the responsibilities attached to the post.

### **Knowledge & Experience**

- Recent and appropriate knowledge and experience relevant to the work of a generic EP.
- Knowledge of educational systems, SEND Code of Practice and recent legislation in relation to vulnerable pupils and multi-agency working.
- Knowledge and experience of solution-focused, strength based practice, a range of assessment tools and interventions to support change in children, young people and families.
- Experience of training delivered to schools, settings or others with evidence of impact.
- Experience in working collaboratively with a range of professionals, and families.
- Experience of having successfully delivered educational psychology services to colleges, schools and early years settings.
- Working collaboratively in a multi-disciplinary context.
- Effective skills in using IT as a tool in generic work and in delivering training.
- High quality presentation skills.

### **Qualifications**

- Professional qualification in Educational Psychology at masters or doctorate level or working in penultimate or final year towards doctorate qualification in Educational Psychology.
- Registered with the Health & Care Professions Council.
- Good Honours degree in psychology or equivalent recognised by the British Psychological Society.
- Further qualification in areas relevant to the work of the EP.

### **Decision Making**

- Ability to organise service demands, personal workload and achieve targets within agreed timescales.
- Effective personal organization and time management skills, including managing stress.
- Ability to offer advice to the management team on issues relating to EP practice, schools and SEND.

### **Creativity and Innovation**

- Enthusiastic and flexible in approach to work.
- Effective and creative problem-solving skills.

<b><u>Job Scope</u></b>  <b>Number and types of jobs managed:</b> Nil	<b>Budget Holder</b>  <b>Asset Responsibility:</b>	No  Materials and equipment
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### **Contacts and Relationships**

- Ability to develop and sustain effective working relationships with other professionals.
- Ability to work collaboratively.
- Highly effective oral and written communication skills.
- Commitment to supporting colleagues.
- The post holder will have regular contact with other officers in Swindon Borough Council, head teachers, SENCOs, school staff in maintained schools, academies & colleges; early years practitioners, practitioners in the integrated services and partner agencies, parents and parent groups, officers in other Local Authorities.

### **Other Key Features of the role**

- Flexible working hours with the ability to attend some evening meetings.
- Requirement to travel around the Borough and other locations in the region and the country as required.
- Applicants must demonstrate an ability to work to promote equality of opportunity and outcomes for the council's target groups.

<b>Employee Signature:</b>	<b>Print Name:</b>
<b>Date:</b>	
<b>Line Managers Signature:</b>	<b>Print Name:</b>
<b>Date:</b>	