**JOB DESCRIPTION**

**Post: Occupational Therapy Practitioner 0.4-0.6 FTE (Term Time Only)**

**Reports To: Head of Pastoral and Therapies**

**Our belief:**

***“RSBC believes that every blind young person should have the chance to live life without limits”***

By giving young people the essential skills to take control of their life, they can unleash their true potential.

**Our success depends on our values**

Underpinning all of RSBC’s work are values embedded in trust and excellence.

**TRUST:** *Respect & accountability.*

**ENERGY:** *Straight talking & constantly learning.*

**AMBITION**: *Confronting reality & driving results.*

**MOTIVATION:** *Vision Impaired children and young people are our No 1 priority & solutions, not problems.*

**Primary Objectives**

To provide a service as an Occupational Therapist, working with students with Visual Impairment at Dorton College as part of the Specialist Services Team and wider college teams, as part of a multi-disciplinary approach.

Working alongside and in liaison with the Dorton College Team you will plan and deliver Occupational Therapy sessions for students at the college, plan and coordinate with the relevant teams to ensure all occupational therapy elements are covered from the EHCP’s and students’ wider Dorton College curriculum, including our Jigsaw Life Skills Curriculum.

**Key Tasks and Main Duties**

* To work with students, devise and deliver their OT therapy plans as required.
* Provide Occupational Therapy reports for annual reviews and other reviews in accordance with the college timescales.
* Maintain up to date records of OT plans and progress, to include EHCP related and student target related progress.
* To carry out assessments for potential students and existing students as part of the ongoing assessment process.
* Liaise with wider team, to update and share all relevant paperwork to stakeholders when new students are being assessed.
* To input into student profiles, risk assessments, therapy programmes and specialist equipment lists when required.
* Have a clear understanding of individual student needs and strategies, applying these in everyday contexts, to support the students’ OT requirements, to fully participate in a range of learning and leisure activities.
* Safeguarding of students, understanding of relevant protocol, reporting concerns promptly following the College procedures.
* Use of specialist equipment, ICT and other technologies, to adapt classroom resources in students’ preferred mediums.
* Encourage students to make their own informed decisions and take responsibility for their learning, care and support.
* Track and record student progress and achievement within set timeframes.
* Implement individual student strategies, including mobility, learning, adaptive, medical, or behavioural strategies, to promote consistency and enable students to manage and take responsibility for their own learning and behaviour.
* Ensure that Equality and Diversity is embedded in all activities.

This Job Description cannot be exhaustive and other duties not included above may arise from time to time. On the understanding that such duties are commensurate with the purpose of the job and have been identified by the post holder’s line manager and advised to the post holder, then such additional duties shall form part of the requirements of this post.

**PERSON SPECIFICATION**

**Educational or Professional Qualifications**

**Essential:**

Occupational Therapy Qualification

A Levels other or other relevant academic Level 3 qualifications.

GCSEs or equivalent.

**Desirable:**

SEN/VI experience

**Skills, Experience and Knowledge**

**Essential**

1. Excellent written and spoken communication skills.
2. Excellent interpersonal skills.
3. Ability to work with a range of students and stakeholders.
4. Proven ability to write reports suitable for internal and external agencies.
5. Proven ability to work to deadlines and complete actions in a timely manner.
6. Ability to work under own initiative and as part of a wider team of professionals.
7. Understanding and awareness of individual needs and ability to adjust communication methods accordingly.
8. Ability to think creatively and problem solve.
9. Ability to use basic ICT software and functions, particularly Word and Outlook.
10. Awareness, understanding and commitment to the pursuit of equality and diversity in terms of service delivery.

**Desirable:**

1. Existing and up to date knowledge of EHCP processes.