# **Speech and Language Therapy Assistant (SLTA)**

# **Job Description**

As a speech and language therapy assistant at ERS, you'll work closely with the speech and language therapists as part of their team. Roles will include, but are not exclusive to:

* Carrying out programmes of individual and group speech and language therapy, including social interaction groups (SIGs) under direction of the SLT. Programmes are planned and overseen by the SLT.
* Reporting progress against objectives to the managing SLT that is responsible for each student.
* Supporting students in class to ensure strategies used in therapy sessions are carried over into the classroom
* Liaising with teachers and LSAs to communicate strategies and feed back any needs to the SLT team.
* modelling strategies to LSAs and teachers that support the child in the classroom to continue the programme between SLT sessions
* Keeping accurate and up-to-date notes which comply with the SLT team record keeping policy.
* Creating student specific resources as required by the SLT team
* Providing administrative support to SLT team as required
* Identifying own learning needs through clinical supervision and with the support of an identified therapist.
* Attending supervision and any training sessions to improve communication knowledge and be supported in the role
* Promoting a positive image of the SLT team and improving joint liaison and multidisciplinary working across the school.

# **Person Specification**

**Experience:**

* Have worked with children and young people with special educational needs in a school environment
* Familiarity with ECHPs and statutory processes an advantage

**Qualifications and Training:**

* Good basic education including good numeracy and excellent literacy skills
* Additional training/qualifications in SEN is an advantage

**Knowledge and Skills:**

* Willing to work hard to learn more about Speech, Language and Communication Needs.
* Experience of implementing interventions with individuals or small groups in a school setting
* Excellent literacy skills and ability to maintain clear and factual records
* Good IT skills – ability to construct, format and edit reports, keep and store records electronically

**Personal Qualities:**

* Ability to keep a calm, patient and positive disposition
* Punctual and reliable
* The ability to maintain confidentiality when dealing with pupil information
* A positive and flexible attitude
* Effective and clear communication skills and the ability to build relationships with pupils and staff
* Good organisation skills – the ability to prioritise workload, including maintaining records in a timely manner
* Ability to adapt communication skills to meet the needs of all pupils
* To use initiative and be proactive within the boundaries of the role
* To work as a part of a team and uphold the school values demonstrating loyalty and commitment to the school and the team
* To be passionate about making a difference to the education of children with speech language and communication needs
* A sense of humour
* Motivation to improve communication for pupils across the school.