

Job Description



Job Title: Senior Educational Psychologist	Service Area: SEND 0-25 Service	
Directorate: Children and Young People's Service	Post Number:	Evaluation Number: 102021
Grade: Soulbury SCP 10-13	Date last updated: Sept 2022	

People at the heart of everything we do

We are committed to putting people – Newham residents and Council staff – at the heart of all we do. Our approach is a collaborative joint enterprise between residents, the Mayor, Members, Council staff and the Corporate Management Team.

Equality and diversity

We are committed to and champion equality and diversity in all aspects of employment with the London Borough of Newham. All employees are expected to understand and promote our Equality and Diversity policy in the course of their work.

Protecting our staff and services

Adherence to health and safety requirements and proper risk management is required from all employees in so far as is relevant to their role. All employees are expected to understand and promote good health and safety practices and manage risks appropriately.

Corporate parent

We believe that every member of staff working for Newham Council should understand and fulfil our corporate parenting responsibilities for our looked after children that we have under the Children and Social Work Act 2017.

Overall Job Purpose

- To lead a team of educational psychologists or trainee/assistant educational psychologists providing high quality supervision to ensure the team provides effective and responsive interventions, training and support to children, young people, settings and partners.
- To work with colleagues in the Council, partners and parents to promote and enable the inclusion and achievement of children and

young people with SEND in settings and their community so that their education, health and care needs may be effectively met.

- To undertake continuing professional development and engage in regular professional supervision
- To support the delivery of effective and timely statutory assessments
- To participate as a member of the EPS management team contributing to service and policy development, attending management meetings and fulfilling management duties.
- To work with families, young people, schools and service providers to identify local needs and develop local qualitative and quantitative performance indicators.
- To be responsible for quality assurance of service delivery ensuring that robust systems are in place for the collection, analysis, evaluation and regular reporting of data for key performance indicators for service / reporting them to the PEP and strategic boards.
- To take a lead role within the service for selected areas of professional practice identified in consultation with the Principal Educational Psychologist.
- To assist with the management of budget and resources of the team as agreed by the Principal Educational Psychologist
- Would they deliver supervision and also be responsible for performance management

Principal Accountabilities

Key tasks and accountabilities are intended to be a guide to the range and level of work expected of the post holder. This is not an exhaustive list of all tasks that may fall to the post holder and employees will be expected to carry out such other reasonable duties which may be required from time to time.

1. To deliver psychological services within a framework of consultation to a group of schools / settings, children & their families.
2. To ensure reports and interventions delivered by the team are conducted in consultation with children, families and settings.
3. To quality assurance casework conducted by the team and support the PEP to embed a cycle of continuous improvement within the service
4. To offer psychological intervention to children, young people and their families; and where appropriate, referring to other agencies and working

within multidisciplinary teams. Intervention may include a range of approaches, e.g. therapeutic and / or guidance on educational strategies.

5. To oversee a range of statutory and traded work with children and young people who live in Newham, wherever they are educated, in accordance with relevant legislation.
6. To contribute to the professional development of school leaders, teachers and other relevant staff in schools and to school governors as appropriate; and to provide a training input to a range of agencies and groups (e.g. Children's Social Care and Health partners)
7. To provide advice and consultation services for the wider Children and Young People's Service on matters relating to the educational needs and psychological development of children and young people.
8. To support the effective and timely delivery of statutory advice within the EHCP pathway
9. To attend, contribute and advice on to the borough's specialist panels as requested by the PEP.
10. To deputise where appropriate for the Principal Educational Psychologist.
11. Carry out duties within the overall function, commensurate with the level of the post, to develop and monitor the quality standards of services provided by the EPS to comply with codes of professional ethics and competencies of the Health and Care Professions Council (HCPC) and the British Psychological Society.
12. Ensure Service Level Agreements (SLAs) are in place with settings, covering all aspects of service delivery with performance and response levels, together with the escalation process of SLAs if they are not met.
13. Ensure the delivery of advice and reports to inform statutory EHC assessments and annual reviews by the team are delivered within prescribed timescales and escalating to the SEND team manager where this will not be possible.
14. Deliver training for settings and partners and conduct individual assessments where appropriate.
15. Model and embed a relational model of leadership and management of the EP team, offering reflection, support and challenge.
16. Implement performance management/appraisal systems within a trusting, supportive and transparent context, managing team meetings and agendas and enabling a positive environment for creative team thinking, initiatives and solution-focused thinking.
17. To provide high quality supervision and effective performance management to main-grade educational psychologists to support the delivery of an effective educational psychology service to schools, settings

and the Local Authority. Assist in the supervision and support of Trainee (or assistant) Educational Psychologists on placement.

18. To work with colleagues in the Council, partners and parents to promote and enable the inclusion of children and young people with SEND as part of the wider approach to inclusion of all children and young people so that their education, health and care needs may be met.
19. Provide accurate forecasting, reporting and financial management of statutory and traded service provided to schools. Mitigate against budgetary pressures and foster responsible financial stewardship throughout the Education Psychology Service.
20. Initiate and work as required on specific projects that deliver impact, in accordance with the priorities set out in Written Statement of Action, subsequent improvement plans and the SEND and Improvement Strategy.
21. Identify and contribute to research initiatives as part of the borough's programme for improving outcomes for children and young people with SEND.
22. Promote active engagement and co-production within the EPS with stakeholders including children and young people, local Parent Forums and community groups to inform the leadership and management of the Educational Psychology Service.
23. Implement Newham Council's equal opportunities policies fully, and to work actively to overcome and to prevent discrimination in any part of the project
24. Carry out such other duties as may be required from time to time to meet the needs of the service, including requests from senior officers, Council members and Ombudsman enquiries and to formal or judicial processes.
25. To ensure appropriate responses to complaints and member enquiries within agreed timescales. Lead on required action and ensure analysis of complaints and enquiries contributes to service planning.

Personal Specification



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Directorate: CYPS	Post Number:	Evaluation number: 102021
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IMPORTANT INFORMATION FOR APPLICANTS

The criteria listed in this Person Specification are all essential to the job. Where the Method of Assessment is stated to be the Application Form, your application needs to demonstrate clearly and concisely how you meet each of the criteria, even if other methods of assessment are also shown. If you do not address these criteria fully, or if we do not consider that you meet them, you will not be shortlisted. Please give specific examples wherever possible.

CRITERIA	METHOD OF ASSESSMENT
EQUALITY AND DIVERSITY We are committed to and champion equality and diversity in all aspects of employment with the London Borough of Newham. All employees are expected to understand and promote our Equality and Diversity Policy in the course of their work. PROTECTING OUR STAFF AND SERVICES Adherence to Health and Safety requirements and proper risk management is required from all employees in so far as is relevant to their role. All employees are expected to understand and promote good Health and Safety practices and manage risks appropriately.	
Qualifications A recognised postgraduate qualification in Educational Psychology (also known as School Psychology in the USA). A current Health and Care Profession Council (HCPC) registration certificate as a practitioner psychologist is required for appointment and a condition of employment.	Application / interview

<p>SKILLS AND ABILITIES:</p> <p>Ability to communicate effectively at all levels of an organisation, from junior staff to senior directors and including head teachers.</p> <p>Ability to assimilate, simplify and communicate complex ideas to a range of audiences of different abilities.</p> <p>Clear understanding and proven record of engagement and coproduction with parents/young people in project work.</p> <p>Ability to organise tasks and workload independently, prioritise conflicting priorities and demonstrate accountability in supervision.</p> <p>Ability to reach conflict resolution and model solution focused approaches to problem solving.</p> <p>Ability to analyse and evaluate evidence succinctly and report key findings.</p> <p>Ability to synthesise information and use to inform strategy</p> <p>Ability to work effectively and collaboratively as part of a team.</p> <p>Ability to challenge in a way that leads to constructive improvement</p> <p>Ability to manage and develop a team</p>	<p>Application Form/Test/Interview</p> <p>Application Form/Test/Interview</p> <p>Application Form/Test/Interview</p> <p>Application Form/Test/Interview</p> <p>Application Form/Test/Interview</p> <p>Application Form/Test/Interview</p> <p>Application Form/Test/Interview</p> <p>Application Form/Test/Interview</p> <p>Application Form/Test/Interview</p>
<p>PERSONAL STYLE AND BEHAVIOUR:</p> <p>Demonstrates a preferred style based on collaboration and consultation.</p> <p>Ability to think creatively and courageously demonstrating a commitment to bringing about positive change.</p>	<p>Interview</p> <p>Application Form/Interview/Test</p>
<p>OTHER SPECIAL REQUIREMENTS:</p> <p>This post is subject to an enhanced DBS check.</p>	<p>Application Form/Interview</p>

This post is exempt from The Rehabilitation of Offenders Act (1974).	Satisfactory clearance at conditional offer stage
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