



MHS
Reigate

SPEECH AND LANGUAGE
THERAPIST
CANDIDATE PACK



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ABOUT MOON HALL

Moon Hall School is a leading independent day school in Reigate for bright dyslexic children aged 7-16. We are specialists in teaching pupils with specific learning differences and provide tailored education that nurtures confidence, creativity and academic success. We pride ourselves on:

- Outstanding pupil support and small class sizes
- A nurturing, warm and inclusive atmosphere
- Innovative teaching practices and a commitment to pupil wellbeing
- Nationally recognised leadership in dyslexia education
- A vibrant and growing school community with exciting future development – including sixth form, international centres and CPD training hubs

Moon Hall is not just a school – it is a movement to reshape the way we see learning differences.

MOON HALL INTRODUCTION



Moon Hall School's history started in 1985 when the school was set up by Mrs Berry Baker. Mrs Baker recognised that local schools were not able to provide an appropriate and positive environment for her eight-year-old dyslexic son. They did not have the knowledge required to help him and meet his specific learning needs; although a bright child, mainstream schools did not understand his learning style, and he had not responded well to their teaching methods or provision. Mrs Baker was already a qualified teacher and encouraged by a friend, also with a dyslexic child, she established a school in her own home, Moon Hall. Within four years she had twelve pupils, the maximum permitted for home teaching. With more applicants than places, a move was necessary. Mrs Baker and the other parents of the original Moon Hall students realised that the interests of the children would best be served if they could have all the skills of a specialist dyslexia school within mainstream education. Moon Hall School, Reigate is now well established on-site at Burys Court and provides a full GCSE curriculum together with a wide range of sporting and other activities. Since the first lessons at the kitchen table, our ethos and values remain and over 1000 children have benefitted from a Moon Hall education. Our remit is to provide the environment, understanding and strategies to equip bright children with the confidence and ability to overcome the barriers they will face.

OUR AIMS AND ETHOS

Moon Hall School, Reigate provides a supportive school environment for dyslexic children where expectations for diligence and achievement are high. We enable our pupils to take full advantage of their intellect and talents by learning how to manage their dyslexia.

OUR VALUES

Our ethos is underpinned by the basic values of: Tolerance Courage Respect Resilience Integrity. We practise and teach our pupils these values as well as those of democracy, diversity and equal opportunity. We welcome pupils of all religions and of none. We know that in the right environment, with the right support and encouragement, all our pupils are capable of achieving their potential, both in their personal development and academically. Our pupils are girls and boys, aged 7-16, from many of the Southeast counties. The pupils are encouraged to embrace their wonderful and often creative way of thinking and celebrate – not fear – their dyslexia. Our school's primary purpose is to educate and support our pupils and to ensure their wellbeing. We can only achieve these objectives for our pupils with highly committed, professional staff. We aim to work as a collegiate organisation with mutual respect for and reliance on, the contribution made by each other. Our staff have the knowledge and expertise to help our pupils succeed and excel in the learning environment that we provide. As a school, we understand the difference and know how to make a difference.



JOB TITLE: Speech and Language Therapist

RESPONSIBLE TO: Head of Therapy

THE ROLE:

Purpose of the Role

Our ambition is that Moon Hall Schools Educational Trust continues on its pathway as a centre of excellence – not only providing children with a specially tailored curriculum to meet their dyslexic needs, but with the personal skills, confidence and qualities that will equip them to successfully navigate the next step to complete their GCSE's at Moon Hall School Reigate. Our schools aim is carried out each day in every classroom; 'Understanding the difference, making the difference'.

- To work as a Specialist Speech and Language Therapist providing assessment, diagnosis, treatment and advice for our dyslexic students, aged 7 – 16 years.
- To deliver 1:1 sessions and lead small group concentrating on the speech and language needs.
- To provide training to others; professionals, carers and parents.
- To liaise and work with teaching staff, support staff, advisory teachers and other health professional staff as required.
- To maintain professional standards of service through CPD and other developmental activities, complying with the policies and procedures of Moon Hall Schools Educational Trust.

Key responsibilities

- Identify speech and communication difficulties.
- Run groups, be in class and complete classroom observations.
- Complete 1:1.
- Provide any formal and informal training to all staff.



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RESPONSIBLE TO: Head of Therapy

- Link in with all school activities.
- Liaise with SLT.
- Write all ILP.
- Write annual review reports.
- Attend annual reviews.
- Attend parents' events.
- Liaise with parents to find out how they feel SaLT can best help their child.
- To meet the needs of our current pupils with an EHCP.
- monitor and evaluate the pupils progress
- write confidential reports, as well as information for parents, carers and other professionals
- work within a team to improve the effectiveness of educational needs.
- To contribute towards creating support plans for students detailing SENCo needs in a format which can be shared with school staff.
- To be responsible for administration and record keeping conforming to Moon Hall Schools Educational Trust regulations which concern the format and security of pupils and GDPR.
- To be aware of, and adhere to, legal requirements relating to the provision of a Speech and Language Therapy Service and of procedures relating to Child Protection.
- To recognise own professional boundaries and seek advice and support as appropriate.
- To attend and participate in staff meetings and inset days
- To be aware of, and adhere to, school policies and procedures.
- Paying their professional indemnity insurance.
- Any standardise scores, resources or equipment provided by the school will remain the property of the school.

Specifications

- All employees are required to be a member of a professional body are required to hold relevant registration and must comply with the standards and guidelines of their professional practice, education and conduct and must act at all times within the boundary of the code of conduct. All employees must hold a satisfactory DBS check.





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RESPONSIBLE TO: Head of Therapy

- To ensure that communication with students, staff, and other departments is effective and contributes to securing efficiency and high standards of care and personal development for students within a learning and residential environment.
- To maintain high standards of safety and observe good practice in relation to health and safety and safeguarding in all issues and report any concerns to line management
- To pro-actively observe and comply with all school policies and procedures relating to child protection, equality and diversity, health, safety and security, confidentiality and data protection reporting all concerns to an appropriate person.
- To appropriately use the recording and reporting processes whenever appropriate.
- To maintain a flexible “can do” approach.
- To manage the emotional consequences of working with students who may have life limiting or deteriorating conditions.
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This job description contains an outline of the typical functions of the job and is not an exhaustive or comprehensive list of all responsibilities tasks and duties. The jobholder’s actual responsibilities, tasks and duties might differ from those outlined in the job description and other duties commensurate with this level of responsibility may be either permanently or temporarily assigned as part of the job.

Safeguarding

Our school is committed to safeguarding and promoting the welfare of children, and applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and an enhanced DBS Check (List 99, Declaration of Fitness to Work, Self Declaration). As an equal opportunity employer, we welcome applications from all sections of the community.

This post will be subject to an enhanced DBS Disclosure.





Apply Now



GENERAL REQUIREMENTS

In accordance with the provisions of the Health and Safety at Work Act 1974 (as amended) and the Management of Health and Safety at Work Regulations 1999 (as amended) you must take reasonable care not to endanger yourself or other persons whilst at work. You comply with Moon Hall School's legal duties for Health and Safety. It should be noted that the above list of duties and responsibilities is not necessarily a complete statement of the duties of the post. It is intended to give an overall view of the position and should be taken as guidance only.

Moon Hall School is committed to safeguarding and promoting the welfare of its pupils and expects all employees to share this commitment. Employees must, at all times, have regard to the need to safeguard and promote the welfare of children in line with the provisions of the Children Act 2004 (as amended) and Keeping Children Safe in Education (as amended) and be fully aware of, and understand, the duties and responsibilities that apply to their role in relation to these requirements. All employees must attend appropriate training in accordance with School and local Safeguarding Board stipulations



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START DATE: AS SOON AS POSSIBLE



GENERAL REQUIREMENTS

This post is exempt from the Rehabilitation of Offenders Act 1974 and the School is therefore permitted to ask job applicants to declare all convictions and cautions (including those which are 'spent' unless they are 'protected' under the DBS filtering rules) in order to assess their suitability to work with children.

Moon Hall School exists to provide a quality all round education for pupils aged 7 – 16 and is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Candidates must be prepared to undergo child protection screening and an Enhanced DBS check.

You will be required to provide proof of your identity, right to work in the UK and qualifications during the selection process. We may seek references on short-listed candidates that will include questions about past disciplinary actions or allegations in relation to behaviour with children and may approach previous employers for information to verify particular experience or qualifications before interview. We may also carry out online searches for shortlisted candidates.

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