

**Rutherford School**  
**JOB DESCRIPTION**

**TITLE OF POST:** Senior Specialist Physiotherapist (Paediatric)/Head of Therapies  
**ACCOUNTABLE TO:** Head Teacher of Rutherford School  
**SALARY/GRADE:** Agenda for Change pay scale Band 7/8

**LIASES WITH:** Parents and carers, teaching and class room staff, nursing and other therapists within school. External paediatric therapists, paediatricians, wheelchair services, orthotists, orthopaedic surgeons in PCTs and acute trusts and with GPs, social services, voluntary sector staff and external specialist equipment providers.

***JOB SUMMARY:***

1. The post holder is an autonomous practitioner, responsible for overseeing and supervising any other qualified therapists or assistant therapists who provide neurological and neurodevelopmental physiotherapy assessment, intervention, and review for children at Rutherford School. The majority of intervention conducted by the Physiotherapy team, will be carried out within the school setting although there will be occasions when attendance at specialist clinic appointments or on home visits are essential. The post holder is responsible for line management and supervision of any qualified therapists; physiotherapy technician; physiotherapy students and hydrotherapy/rebound therapy assistants.
2. The post holder will also be responsible for co-ordinating, developing and implementing the school's external services, for example; Aquatic Therapy, Rebound Therapy and Multi-disciplinary assessments. The post holder will be expected to liaise and work jointly with external community groups and services to establish and maintain links with the school for the purpose of gaining prospective pupils and to work towards generating additional income for the school.

Rutherford school is a voluntary sector school which provides education, care and therapy for children aged 3-25 who have profound and multiple learning difficulties, physical disabilities and often complex medical needs.

**PRINCIPAL RESPONSIBILITIES:**

**Clinical and Professional**

1. To be responsible for the day to day management and running of the Therapy service, including; Aquatic Therapy service and Rebound Therapy service within Rutherford school, including the overall delegation of duties to team members, assistants and school staff.
2. To ensure quality control of Physiotherapy and/or Multi-disciplinary assessments and reports, including initial assessments on admission; transition; discharge; and annual

review assessments/reports and statements of educational need/ Education Health and Social Care Plans; tribunal

3. To develop and review the Physiotherapy services within school to ensure best practice according to need.
4. Oversee Physiotherapy treatment options and the design of appropriate specialised postural management; manual physiotherapy treatment programmes; Aquatic Therapy; and Rebound therapy programmes for children attending Rutherford school.
5. To teach the Physiotherapy team and school staff (parents and carers of individual children when appropriate), how to carry out recommended programmes integrated into class and how to best position and therapeutically handle the child, to facilitate or maintain their development and to use supplied equipment such as standing frames, wedges and walking frames. To use a range of communication strategies such as sign language or written information or informal teaching as appropriate to ensure that physiotherapy programmes are being carried out safely and correctly and to adapt approaches as necessary to involve and adapt programmes based on carers/school staff previous experience.
6. To risk assess all therapeutic recommendations and update recommendations on positioning for rebound, hydrotherapy and postural management programmes if and when the Rutherford student's health and/or physical needs change (i.e. Orthopaedic surgery, deterioration of health, etc).
7. To initiate students full risk assessments alongside OT/SLT/Nursing team/manual handling advisor. Review and update risk assessments annually or as needed following a change in student's needs and abilities or when new equipment or orthotics (when considerably different from student's current equipment) is recommended and acquired. Ensure handover of information to key staff working with the child to initiate a cascade approach to information sharing
8. To assess for postural management equipment for Rutherford pupils to use within the school environment to aid their comfort and access to the curriculum using advanced clinical reasoning skills and evidence based practice. Referring on to external clinicians in complex cases if necessary.
9. To assess and manage the manual handling equipment (including hoists and brackets) in conjunction with internal/external Manual handling advisor and OT colleagues.
10. To assess, advise and treat pupils with chest complications on appropriate chest physiotherapy for pupils in order to avoid hospital admission. Teach class staff and parents how to carry this out basic chest physio when appropriate. Provide assessment of annual competencies for all staff involved in providing chest therapy.
11. To assess and adjust wheel chair and orthotics, as per pupil need. Host a monthly wheelchair and orthotics clinic in the school to address issues that cannot be dealt with internally, with NHS clinicians, and to contribute towards these external clinics. To ensure the optimum prescription and provision.

12. To liaise with parents and carers on highly complex issues surrounding their child's physiotherapy and any relevant and sensitive issues including upcoming surgery.
13. To liaise with the Croydon University Hospital Community Paediatric Physiotherapy team in the best interests of the Rutherford school pupils and refer onto community therapy teams for input over school holidays as required i.e. post surgery
14. To communicate effectively with children and their parents/carers to gain/renew consent for therapeutic intervention on a yearly basis for treatment and cooperation with treatment plans.
15. To liaise with staff of other disciplines/organisations about the complex need of individual children. This includes either verbally or in writing significantly contributing to a child's diagnosis, highlighting secondary problems and referring a child to other appropriate services and attending specialist clinics at tertiary referral centres to contribute to their assessment and management of the child.
16. To liaise with staff of other disciplines/organisations (both within and external to the school) on service wide issues, ensuring effective communications at all times.
17. To maintain a high level of professional behaviour in line with professional codes of practice when dealing with patients, carers and fellow workers, maintaining a high level of confidentiality and maintaining Organisation standards regarding Data Protection.
18. To keep up to date Continuous Professional Development (CPD) in relation to clinical effectiveness for patient care, within the field of paediatric physiotherapy. To be proactive as a consultant to other staff in this respect and to be willing to contribute to multidisciplinary training programmes within the school. To assist and monitor other therapy staff with their CPD within the therapy department.
19. Participate in the school training programmes as required, and attend staff, senior management and multidisciplinary team meetings.
20. To keep accurate and up-to-date records on patient treatment in line with CSP standards and in line with departmental policy.
21. To ensure confidentiality in all matters relating to pupils and information obtained, during the course of employment.
22. To have highly specialist and developed knowledge gained following completed post registration training and to be skilled in recognised aspect(s) of paediatric physiotherapy pertinent to the caseload held. CPIP's training is desirable, relevant postural management courses, an accredited Hydrotherapy/Aquatic therapy course and Rebound therapy course or relevant experience is essential in order to act as a consultant to other staff in this respect.
23. To assess posture and develop written guidelines for staff to follow in regards to 24 hours posture and postural equipment used.

## **Training and Supervisory**

1. To take a lead role in day to day clinical supervision and line management of Rutherford physiotherapy team including;- all qualified therapists/student physiotherapists, technicians and assistants.
2. To ensure Rebound therapy and Hydrotherapy training is up-to-date in agreement with the head of school for all school staff.
3. To lead physiotherapy departmental in service training programmes to develop knowledge and skills within the team and, as required, to contribute to whole school in-service training.
4. To provide formal training to other disciplines on the physical management of pupils within the school as required.
5. To ensure key physiotherapy/class staff members are competent in demonstrating a cascade training approach to student's programmes for staff not present at the time, and remain approachable for further training and concerns as needed.
6. To be responsible for teaching individual areas of practice to physiotherapy students and unqualified physiotherapy staff.
7. To where delegated, be responsible for students on clinical placement and provide adequate intervention as per university guidelines.
8. To participate in the Garwood Foundations development and performance appraisal scheme.

## **Managerial**

1. To be responsible for the day to day management and running of the Physiotherapy service, hydrotherapy service and rebound therapy service within Rutherford school, including the delegation of duties to team members, assistants and school staff.
2. To take a lead role in day to day clinical supervision and line management of Rutherford therapy team including;- qualified therapists/student physiotherapists, technicians and assistants.
3. To ensure Rebound therapy and Hydrotherapy training is up-to-date in agreement with the head of school for all school staff.
4. To contribute to and form part of the Rutherford school senior management team attending regular meetings and taking on delegated tasks as required by the head of school
5. To participate in developing school policies and to comply with all school policies and procedures.

6. To develop/update school physiotherapy, manual handling, rebound therapy and hydrotherapy policies and procedures as delegated by the head teacher.
7. To be aware of the Rutherford school Therapy budget and expenditure in combination with the head of school and approach appropriate charities for funding for equipment not available through statutory sources.
8. To adhere to Rutherford School's Training Cost Agreement in regards to external training.
9. To prioritise workload and caseload within existing resources.
9. To liaise with the Croydon University Hospital (CUH) orthotics service and external orthotics providers and to plan and run the school orthotics clinic.
10. To liaise with local wheelchair service/special seating services and contribute to the running of onsite wheelchair clinics in consultation with Occupational Therapists. To liaise with wheelchair services therapists regarding provision of appropriate special seating to ensure the students can access education
11. To guide the pool technician to ensure effective and safe management of the hydrotherapy pool.
12. To be involved in the recruitment process of all Therapy and therapy assistant staff. Advising senior management team in combination with other specialist Therapists in the development of appropriate skills/job descriptions.

#### **Research and Development**

13. To lead/ actively support the evaluation of clinical practice through clinical audit and/or research projects as required within the school.

#### **Service Development**

14. To work with the physiotherapist providing clinical supervision and the head teacher to identify opportunities to improve the physiotherapy service within the school, in order to provide the best possible patient care within the available resources.
15. To cooperate with developments arising from School and Government initiatives and Multiagency groups
16. To develop and implement agreed Policies/Procedures with the assistance of the head teacher and physiotherapist providing clinical supervision.

#### **Health and Safety**

17. To follow school health and safety policies
18. To have responsibility for the Health, Safety and Welfare of self and others in the working environment, to follow safe working practices, and to comply at all times with the School's Health and Safety Policies and Procedures.
19. To be aware of the Risks of lone working on home visits.

20. To be responsible for making a Risk assessment of the work place and of clinical risks in each situation. To ensure that the Head Teacher is informed of identified risks.
21. To bring defects in equipment to the notice of the Head Teacher and ensure that it is labelled out of order in accordance with school policies on Health and Safety.
22. To report any accident or incident to patient or staff to the Head Teacher and fill in the appropriate form in accordance with school policy.

**Other duties and responsibilities**

23. To maintain the principles of equal opportunities with regard to the religious and cultural needs of children, their families, carers and staff.
24. Undertake such other duties as may be reasonably required from time to time as are consistent with the responsibility and scale of the post.

**NB: This job description is a reflection of the current position and may change in emphasis or detail in the light of subsequent developments; any changes to the job description will be done in consultation with the post holder.**