

Date drafted	March 2020	Alec Reed Academy Job Description
Date reviewed		



**ALEC REED
ACADEMY**
PROUD TO LEARN

The purpose of this Job Description is to set out in general terms the management, purpose and responsibilities of a specific job at the ARA.

It is not intended to be a comprehensive listing of every task that an ARA employee might be called upon to undertake.

Neither is it a legal document, although it may be referred to in Contracts of Employment.

MANAGEMENT DETAILS

Job Title	PRIMARY PLAY THERAPIST
Location/work base	Primary Phase
Grade	
Reporting to:	The Governing Body through the Principal
Line Manager	Head of Primary Phase
Posts directly supervised:	
Staff or contractors indirectly supervised	

THE MAIN PURPOSE OF THE JOB

Purpose:

To carry out a full range of duties as a Primary Play Therapist by working with Primary pupils through Play Therapy to explore, in a confidential and safe environment, difficulties, feelings of distress, dissatisfaction or a loss of purpose. To understand pupil perceptions and behaviour and to help them to identify changes they wish to make and to guide them towards this end and to encourage pupils to make positive decisions.

SPECIFIC DUTIES AND RESPONSIBILITIES

Focussed Work Activities

To include but not limited to:

- Case management
- Provide individual and group play therapy to pupils experiencing difficulties in dealing with issues such as inter personal relationships, emotion management, anxiety, behaviour problems, grief, self harm, abuse, family conflict. The ultimate goal of this therapy is to promote changes in attitudes, skills, behaviour, knowledge and/or awareness to enhance pupils' well being and increase connectedness to school to facilitate learning; enabling students to identify their existing unhelpful patterns of behaviour
- Consult with parents, teachers, other agencies regarding strategies to assist pupils to meet their potential
- Helping pupils to decide on, and implement appropriate courses of action
- Referring pupils to other sources of help, if appropriate, including writing referrals and checking progress of referrals;
- Writing reports of pupils' progress and interventions used in Play Therapy e.g. for ARA, CAMHS, Social Services
- Liaising when necessary with other agencies
- Attending meetings in and outside of ARA e.g. Case Conferences, Professionals Meetings, Health, Youth Offending Service
- Present students' cases when referred to ARA MAP (Multi-agency Panel)
- Provide mediation between family members or friendship groups
- In response to specific student needs, assist staff with conflict resolution, anger management and organising peer support;
- Support staff by providing strategies for them to use with EBD pupils
- Promote pupils play therapy, ensuring that staff and parents are aware of the positive benefits;
- Administration duties as required
- Any other ad hoc projects and exercises as required
- Whilst at work, to take reasonable care for the health & safety of yourself and others who may be affected by their work and to co-operate with the governing body and its management to enable them to maintain a safe and healthy work place.

Terms & Conditions

2 days per week (14 hours) Term-time only plus Professional Development days.

