

JOB DESCRIPTION

CHILDRENS & JOINT COMMISSIONING SERVICES DEPARTMENT

JOB TITLE:	EDUCATIONAL PSYCHOLOGIST
DIVISION:	EDUCATION
GRADE:	SOULBURY SCALE A (Pts 3-6 plus 3 SPA pts)
RESPONSIBLE TO:	PRINCIPAL EDUCATIONAL PSYCHOLOGIST
POST REFERENCE:	105800

Purpose of Post

To improve outcomes for children and young people, particularly those with special or additional educational needs.

To work in a collaborative, solution-focused way to:

- maximise learning outcomes of children and young people
- promote the pro-social behaviour and emotional well-being of children and young people
- support schools and early years settings in the development of their capacity to improve outcomes for children and young people
- support schools and early years settings to promote inclusion
- support parents and carers to enhance the educational, social and emotional development of their children and young people

To support the Senior Leadership Team in taking forward specialist projects in line with the needs of the service at any given time, as well as work in a generic role with a patch of schools.

Key Relationships

- Principal and Deputy Educational Psychologist
- Educational Psychology team members
- Children and young people
- Parents, families and carers

- School staff
- External agencies
- Local Authority staff

Main Duties and Responsibilities

General

1. To support the Local Authority in meeting its Statutory Duties and in the successful inclusion of children and young people with Special Educational Needs.
2. To provide educational psychology services through The Educational Psychology Team Model of Service delivery.

Work with Children and Young People (Age 0 - 25)

1. To determine the best interests of individual children and young people referred and to hold these interests paramount in subsequent action planning.
2. To offer, where appropriate, direct or indirect intervention approaches to promote children and young people's social, emotional and cognitive development.
3. To be alert to the special needs of all children and young people in the area and, where necessary, to take appropriate action to help meet their needs.
4. To prepare reports on children referred as appropriate and to ensure their proper distribution having due regard to the confidentiality and information security.

Work with Schools

1. To be responsible for providing educational psychology services to a group of schools as designated by the Principal Educational Psychologist.
2. To establish good relationships and mutually acceptable working arrangements with each school for which the Educational Psychologist is responsible.
3. Use consultation with staff at each school/setting to assess its requirements from the Service and take appropriate action to meet these requirements.
4. To work in partnership with staff in each school/setting, using solution oriented approaches among others to deal more effectively with children who have additional needs.

5. To provide additional insight into individual pupil's difficulties derived from the Educational Psychologist's observation, assessment and joint problem solving with school staff, parents/carers and others.
6. To develop understanding of general principles of children's learning, behaviour and development, within the school workforce through training, project work, consultation and advice for all staff in partner schools/settings.
7. To participate with teachers in the planning of special educational help and support for pupils by:-
 - supporting special assessment and monitoring procedures in accordance with the Code of Practice;
 - helping to mobilise special educational resources within the schools and where appropriate, from outside.
8. To be alert to the in-service training needs of school/setting staff within the broad area of educational psychology and to take appropriate action to help meet these needs.

Work with Parents and Carers

1. In all cases where children have been prioritised by schools, to involve parents or guardians, at every appropriate opportunity, in discussions about their children and to consult with them fully over any recommendations that may be made.
2. To provide support and advice for parents and carers of children referred so that they may participate in any intervention plans made for them.

Work with Other Agencies

1. To provide a consultancy service for other agencies who wish to seek advice about children's learning, behaviour or development.
2. To liaise as appropriate, with other agencies over individual children and families.
3. To support the Senior Leadership Team in the planning/delivery of in-service training and advice/support for the children's workforce
4. To work in close co-operation with other members of the Hartlepool Education Partnership.

Work for the Local Authority

1. To undertake assessments of children and young people in order to provide advice to the Authority under the formal procedures required by the Children and Families Act 2014 and to follow the agreed EPS guidelines for submitting advice. Such advice will be required to be completed within the statutory guidelines.
2. To assist in the formulation and development of service policy in relation to the needs of the service.
3. To carry out any other duties as determined by the Director Child & Adult Services, as appropriate to the status and training of an Educational Psychologist.

Work in The Educational Psychology Team

1. To participate in Educational Psychology Team staff meetings.
2. To play an active role in staff development including:-
 - contributing to team professional development
 - participating in special interest groups as appropriate.
3. To play a full part in the effective working of the Educational Psychology Team and to share in its responsibilities under the general direction of the Principal Educational Psychologist.
4. Attendance at and participation in external training courses and internal training and development courses for staff as required from time to time.
5. To take reasonable care of your own health and safety and co-operate with management, so far as is necessary to enable compliance with the Authorities Health and Safety rules and legislative requirements.

Changes

Over time Council services change and develop. This can impact upon the main duties and responsibilities of the role, and subsequently the post holder, who will be required to adapt. Any changes will be appropriate to the grading of the post and will be made in discussion with the post holder.

Date: February 2025

HARTLEPOOL BOROUGH COUNCIL IS COMMITTED TO SAFEGUARDING AND PROMOTING THE WELFARE OF CHILDREN, YOUNG PEOPLE AND VULNERABLE ADULTS. IF THIS POST IS SUBJECT TO SAFER RECRUITMENT MEASURES THEN A DISCLOSURE AND BARRING SERVICE (DBS) CHECK WILL BE REQUIRED.