



JOB DESCRIPTION

POSITION: Assistant Clinical Psychologist

REPORTS TO: Therapy Lead, Heathermount School
Clinical Psychologist, Heathermount School
Head Teacher, Heathermount School

LOCATION: Heathermount School

MAIN PURPOSE:

To support the Clinical Psychologist and multidisciplinary team in delivering high-quality, evidence-based psychological services to autistic children and young people with complex communication, social, emotional, sensory and behavioural needs.

The post holder will contribute to psychological assessment, intervention, consultation, research, training and service development activities under the supervision of a qualified Clinical Psychologist. The role aims to promote positive outcomes for students through psychologically informed practice, collaborative working and the application of current evidence-based approaches within an autism-specific educational environment.

MAIN TASKS AND RESPONSIBILITIES

Clinical / Professional Practice

Under the supervision of the Clinical Psychologist:

- Assist in the assessment of students through observation, interviews, questionnaires, structured assessments, outcome measures and information gathering from a range of sources.
- Gather, analyse and interpret information relating to students' emotional wellbeing, behaviour, learning, communication, sensory needs, adaptive functioning and mental health.
- Conduct classroom, community and school-based observations to support psychological assessment, formulation and intervention planning.

- Contribute to psychological formulations, support plans and recommendations using strengths-based, person-centred and neurodiversity-affirming approaches.
- Assist in the planning, implementation and evaluation of individual and group interventions designed to improve emotional wellbeing, self-regulation, resilience, social understanding, engagement and independence.
- Support students presenting with autism, learning disabilities, anxiety, emotional regulation difficulties, behaviours that challenge and other complex needs.
- Monitor and evaluate intervention outcomes, coordinating agreed outcome measures and contributing to recommendations for future support.
- Communicate effectively and sensitively, both verbally and in writing, with students, families, carers, staff and professionals regarding assessment findings, interventions and progress.
- Maintain accurate, timely and professional records, reports and documentation in accordance with organisational, professional and legal standards.
- Participate in multidisciplinary working and contribute to meetings, reviews and consultations as required.
- Work within the limits of competence, seeking supervision, support and guidance where appropriate.
- Undertake reasonable travel requirements necessary to fulfil the responsibilities of the role.

Leadership

- Promote psychologically informed and evidence-based practice throughout the school community.
- Act as a positive role model, demonstrating professionalism, integrity and collaborative working.
- Support the Clinical Psychologist in service development, quality improvement initiatives and implementation of new ways of working.
- Contribute to multidisciplinary discussions regarding student support, provision and outcomes.
- Develop positive working relationships with colleagues, families, external agencies and partner services whilst maintaining appropriate professional boundaries.
- Support effective communication, problem solving and conflict resolution within multidisciplinary teams.
- Participate in clinical governance, quality assurance and service evaluation activities.
- Demonstrate awareness of equality, diversity and inclusion, adapting approaches to meet individual needs and circumstances.

Evidence Research and Development

- Assist with research, audit, evaluation and service development projects within the Psychology and Therapy Services.
- Conduct literature reviews and critically evaluate research to support evidence-based practice and service improvement.

- Collect, analyse and present data relating to interventions, outcomes and service effectiveness.
- Support the administration and monitoring of outcome measures.
- Maintain awareness of current developments and best practice in autism, neurodiversity, child development, learning disabilities and mental health.
- Contribute to the development, implementation and evaluation of evidence-based approaches across the school.
- With appropriate approval and supervision, contribute to psychologically informed research projects relevant to the needs of autistic children and young people.

Facilitation of Learning

- Support the Clinical Psychologist in delivering training, workshops and awareness sessions for staff, families and carers.
- Assist in the development of guidance materials, resources and information relating to psychological wellbeing, autism and neurodiversity.
- Promote understanding of psychological approaches, emotional wellbeing and positive behaviour support across the school community.
- Support staff in implementing psychological strategies and recommendations within educational settings.
- Provide consultation and advice to colleagues, families and carers on psychological aspects of student support where appropriate.
- Contribute to a culture of reflective practice, continuous learning and constructive feedback.
- Participate in teaching, training and learning opportunities that support the development of staff and services.

Personal Development, Supervision and Training

- Participate in regular clinical and managerial supervision with the Clinical Psychologist and line manager.
- Maintain a reflective approach to practice and actively engage in continuing professional development.
- Attend mandatory training and other learning opportunities identified through supervision, appraisal and service needs.
- Develop and maintain knowledge and skills relevant to psychological practice with autistic children and young people.
- Maintain a professional portfolio demonstrating ongoing learning, competence and development.
- Participate in annual appraisal, objective setting and personal development planning processes.
- Attend and contribute to team meetings, service meetings and multidisciplinary meetings as required.
- Take responsibility for working within the limits of competence and seeking support when required.
- Undertake other duties commensurate with the grade and nature of the post as reasonably required.

Policies and Procedures

- Adhere to all school, organisational and professional policies, procedures and standards.
- Comply with relevant legislation and guidance including safeguarding, data protection, confidentiality, equality, diversity, information governance and health and safety.
- Follow organisational procedures relating to risk assessment, incident reporting and clinical governance.
- Ensure all records and documentation are maintained in accordance with legal, professional and organisational requirements.
- Take personal responsibility for maintaining a safe working environment and reporting incidents, concerns and hazards appropriately.
- Work in accordance with relevant British Psychological Society guidance and professional standards.

Emotional, Physical and Mental Effort

- Work with students who present with complex communication, emotional, behavioural, sensory and mental health needs.
- Sustain concentration during assessments, observations, data analysis, report writing and intervention activities.
- Maintain resilience and professionalism when responding to emotionally demanding situations, distressed students and behaviours that challenge.
- Adapt flexibly to changing priorities, competing demands and frequent interruptions within a dynamic school environment.
- Manage workload effectively while balancing clinical, administrative and service development responsibilities.
- Respond appropriately to situations involving dysregulation, anxiety, aggression, disengagement or distress, using approved approaches and strategies.
- Participate in school activities and meetings which may require flexibility in working practices.
- Undertake training and, where required, implement approved physical intervention procedures in line with school policy and risk management procedures.

Child Protection

- Promote and safeguard the welfare of children and young people at all times.
- Maintain up-to-date knowledge of safeguarding legislation, guidance and school procedures.
- Recognise, respond to and report safeguarding concerns promptly in accordance with school policy.
- Work closely with the Designated Safeguarding Lead and other relevant professionals to ensure student safety and wellbeing.
- Complete all safeguarding training required for the role.
- Contribute to creating a safe, supportive, inclusive and nurturing environment for all students.

Values, Ethics and Confidentiality

- Demonstrate respect for diversity, inclusion, equality, individual differences and neurodiversity in all aspects of practice.

- Uphold the rights, dignity, voice and individuality of students and their families.
- Maintain professional boundaries, confidentiality and information security at all times.
- Share information appropriately and only in accordance with legal, ethical and organisational requirements.
- Work in accordance with professional ethics, evidence-based practice and organisational values.
- Demonstrate honesty, integrity, accountability and professionalism in all aspects of the role.
- Promote person-centred approaches and meaningful participation of students and families in decision-making.
- Adhere to the British Psychological Society Code of Ethics and Conduct and all relevant professional guidance applicable to the role.

All staff are required to respect the confidentiality of all matters they may learn relating to their employment, other members of staff and the public.

This job description is intended to be a dynamic document, subject to agreed alteration and development in line with the evolution of the role.

Staff members name: _____

Signature: _____

Date: _____