

ST MARGARET'S

SCHOOL

Mental Health Lead / Part time 2 days per week

**Salary based on full-time equivalent of £55,000 to £65,000
(pro rata actual salary from £22,000 to £26,000)**

Start date: September 2024

We are seeking an experienced Mental Health Lead to provide whole school leadership in mental health and wellbeing. You will be responsible for designing and implementing the wellbeing support provision for pupils throughout the school and promoting the service internally and externally.

You will be an experienced senior mental health practitioner with leadership experience, alongside extensive experience of providing clinical and therapeutic interventions with children and young people and their families.

To apply for this vacancy, please visit our website:
<https://www.stmargarets-school.org.uk/work-with-us>

Closing date for applications: Friday 5 July
Interviews to be held: Thursday 11 July

Suitable candidates may be interviewed before the closing date and St Margaret's School reserves the right to withdraw the position if an early appointment is made.

St Margaret's 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 the Disclosure and Barring Service. St Margaret's School is an equal opportunities employer.

ST MARGARET'S

SCHOOL

JOB DESCRIPTION

Job Title: Mental Health Lead
Responsible to: Director of Safeguarding
Hours of work: 2 school days (8.00- 5.00) Term time only + 3 weeks (This role will include evening and weekend work during the term time)
Salary: £ FTE + Clinical Supervision and payment of HCPC or BACP or BPS Registration

Job Purpose: As the Mental Health Lead, you will provide whole school leadership in mental health and well-being including education, training, therapeutic interventions, resource management and development of policies and procedures. You will be responsible for designing, implementing and then co-ordinating the Wellbeing support/Student Support provision for pupils throughout the school and promoting the service internally and externally.

Key responsibilities:

Leadership and Management

- Lead the design and implementation of the student support provision. This will include drawing together all aspects of school life, considering systems, procedures and structures which allow information sharing and care planning, particularly with students with more complex presentation/requirements.
- Work with and alongside all the pillars of school life that support academic achievement (SEN, EAL, nursing, mental health and well-being and pastoral).
- Lead the Wellbeing Team, including direct line management of Deputy Mental Health Lead, counsellors and therapeutic provisions.
- Where needed to include in line management additional staff such as play therapist and/or additional counsellors
- Lead the development and implementation of a comprehensive approach to mental and physical well-being that is tailored to the needs of the whole school.
- Collaborate closely with senior leaders to promote mental and physical well-being across the whole school.
- Develop and oversee the Wellbeing strategy for the whole school
- Develop robust policies and procedures related to student support, mental and physical well-being: connect different policies, curriculum, processes, and pastoral support to ensure they are aligned, with a focus on well-being across the school.
- To audit and evaluate the processes and procedures as part of the implementation of the provision, to ensure best practice is maintained.
- To ensure high quality mental health and well-being interventions are taking place across the school (both junior and senior) via line management and clinical supervision.
- To provide the senior management team and governors with written reports and data analysis of assessments/interventions as necessary.
- To attend, contribute and have an input in governors meeting (safeguarding and/or pastoral)
- To monitor the impact of the whole school approach to mental health and well-being.
- To consider, champion and promote staff well-being by providing training or support where necessary.

ST MARGARET'S

SCHOOL

- To work with other Mental health trained staff working in education on the development and articulation of best mental health and well-being practice in schools.

Direct Clinical Work

- To assess pupils and their mental health needs, and to develop a well-being plan with pupils and staff as appropriate.
- To provide one-to-one therapeutic work with students, covering a variety of emotional needs, especially with particularly complex students or to support referrals to outside agencies.
- To provide intervention to parents to support a family centred approach to manage a pupil's wellbeing
- To maintain accurate and up to date records of therapy sessions.
- To liaise with parents/carers by phone, email, and in person, (where appropriate and whilst respecting appropriate confidentiality) to ensure students are well supported. For example, to discuss the well-being plan, to assist in the assessment, to support communication or provide advice and support.
- To liaise with school staff (where appropriate and whilst respecting appropriate confidentiality) regarding student's emotional well-being to ensure students can be well supported whilst at school.
- To liaise with external agencies such as GPs, CAMHS and Psychiatrists (where appropriate and whilst respecting appropriate confidentiality) to ensure information is shared as necessary, to support further referrals and overall support for the student concerned.
- To develop and implement effective early intervention/preventative programmes for students to assist them in supporting their own mental health, for example in relation to transition to secondary and exam stress and anxiety.
- To provide or support (via training or supervision) therapeutic and/or psycho-education groups to small groups of students.
- To collaborate with Safeguarding and Pastoral Leads in complex individual student case management and meetings with parents/guardians as appropriate.
- To oversee data for the wellbeing service and use this to uphold the wellbeing team

Training and Supervision:

- To provide clinical supervision to therapeutic staff within school.
- Develop staff awareness and knowledge of potential mental health and well-being difficulties students may experience; provide training internally and identify external training to ensure that all staff can recognise mental health concerns and understand how to respond.
- To provide specialist advice, consultancy/consultation, supervision, and training to school staff when necessary.
- Develop training to aid in the delivery of the school's mental health and well-being objectives and responsibilities to staff members, ensuring a consistent school wide approach.

Effective engagement with parents and guardians:

- Build positive relationships and work jointly with parents and guardians, using a range of strategies to successfully engage them in mental health and well-being.
- Support and/or signpost relevant evidence-based resources for parents and guardians so they can develop skills and strategies to support both their child and themselves.
- Lead and contribute to parent workshops to enable increased understanding of mental health and well-being issues that their children may face and early signs of these, share potential support strategies and emphasise that looking after mental health and well-being is the responsibility of all members of the school community.

ST MARGARET'S

SCHOOL

- Develop strategies to engage parents and guardians in promoting a culture of well-being within and outside the school.

Student support and consideration of the curriculum:

- Encourage students throughout the school to have a voice and express their views about the student support provision.
- Assist staff in promoting well-being and developing resilience through the curriculum.

General:

- To ensure the development and articulation of best practice in mental well-being within the school. This may be by exercising the skills of a reflexive and reflective scientist practitioner, taking part in regular professional supervision and appraisal, and maintaining an active engagement with current developments in the field of clinical psychology, psychological therapies, whole school approaches and education.
- To manage the well-being budget.
- To ensure the development, maintenance, and dissemination of the highest professional standards of practice, through active participation in internal and external CPD training and development programmes.
- To comply with professional codes of practice, i.e., British Psychological Society, Health Professions Council, school policies and procedures.
- To maintain up to date knowledge of legislation, national and local policies, and issues in relation to mental health in children and young people in education.
- To raise all safeguarding concerns as quickly as possible via MyConcern and when necessary, with the Designated Safeguarding Lead (DSL) or Deputy DSL.
- To carry out all duties in accordance with St. Margaret's School policies on Health and Safety, Child Protection and Data Protection, and within relevant legislation.
- To carry out additional duties and tasks that may be required within the range of the responsibilities of the post.

ST MARGARET'S

SCHOOL

PERSON SPECIFICATION

	Essential	Desirable
Education and Qualifications		
Training in a mental Health field at graduate/post-graduate/doctoral level	X	
Registration with the Health Care Professions Council (HCPS) as a Practitioner Psychologist or registered with British Association for counselling and psychotherapy (BACP)	X	
Experience		
Experience working as a qualified Clinical Psychologist/psychotherapist for a minimum of 6 years.	X	
Evidence of extensive experience in providing clinical/therapeutic intervention with children and young people and their families.	X	
Experience of exercising full clinical responsibility for service users' psychological care and treatment, within the context of a multi-disciplinary care plan	X	
Experience of providing training, consultation, and supervision	X	
Experience of working with children and young people in an education setting		X
Experience of working with children and young people in a boarding setting or who live away from their home		X
Experience of representing the profession		X
Experience of the application of psychology in different cultural contexts		X
Leadership experience		X
Use of MyConcern		X
Skills		
Skills in the use of complex methods of psychological assessment, intervention, and management	X	
An ability to communicate complex information effectively	X	
Ability to work in partnership	X	
Skills in service improvement	X	
Leadership – the ability to lead people through service change	X	
Skills in providing consultation to other professionals	X	
Training in supervision of others	X	
Ability to work in a team and use own initiative	X	
Ability to work flexibly	X	
Proven organisational and planning skills	X	
Excellent organisational and administration skills with proficiency in Microsoft Office	X	
A strong commitment to Safeguarding	X	
Excellent communication skills	X	
Ability to understand and adhere to Child Protection and Safeguarding legislation.	X	
Personal Qualities		
Excellent communicator who is emotionally literate	X	<input type="checkbox"/>

ST MARGARET'S

SCHOOL

Personable and approachable for students	X	
Able to manage sensitive personal information with discretion	X	
	X	
Able to hold risk and deal with acute pastoral cases with compassion and confidence		
Able to be reflective, flexible and open minded when dealing with difficult cases	X	
Commitment to succeed	X	
Evidence of Continuing Professional Development as recommended by the BPS	X	
Punctual, reliable, flexible and adaptable	X	