

**Royal Borough of Greenwich**

**Job Description**

**Department: Childrens' Services**

**Section: Inclusion, Learning and Achievement**

**GRADE: PO1**

**Post Designation: Sensory Habilitation Officer**

**Job Purpose**

1. To lead the provision of habilitation services to CYP with a vision/multisensory impairment developing and delivering specialist habilitation services.
2. To deliver high quality habilitation and mobility interventions maximising the independence and inclusion of CYP with vision/multisensory impairment
3. To provide specialist and technical advice within, and on behalf of the council to educational providers, CYP, parents, carers and the SEND Outreach service.

**Main Duties**

1. Assess the mobility and independence needs of individual children and young people with vision/multisensory impairment.
2. Deliver and review training programmes in a range of settings including school, home and the wider community
3. Implementing specialist advice, support and training to schools and parents
4. Providing specialist advice to Royal Greenwich SEND team and outside agencies on behalf of the council (eg Educational Tribunals)
5. Develop mobility and independence programmes and supervise their delivery by education staff to support and promote independence in school and to safeguard VI children's welfare.
6. Hold a caseload of CYP who have a vision/multisensory impairment and/or additional needs, maintaining detailed electronic records and providing reports to educational settings, parents and partner agencies.
7. Communicate, process and report information accurately, concisely and in a timely manner through clear and accessible written and verbal feedback.
8. Ensure that transition plans are put in place for pupils with a vision/multisensory impairment (eg home to nursery and into adult life) building their skills and confidence in accessing their new environment.
9. Support pupils in breaking down the barriers to their independence through working with families, schools and local leisure activity providers, to promote and support extra-curricular activities and foster links with voluntary and community agencies as appropriate.

- 10.** Participate in extracurricular activities for CYP with a visual impairment as part of their habilitation training and development, eg: courses and workshops, theatre and sport trips
- 11.** Lead on developing risk assessments, putting in place appropriate high risk management strategies (eg road safety and independent travel training for CYP with a visual impairment)
- 12.** Complete environmental audits of settings withing Greenwich, including schools, homes and public spaces. Provide schools and colleges with reports advising them of their statutory responsibilities as detailed withing the Equality Act 2010
- 13.** Maintain a stock of mobility and independent living skills equipment for individual use with children, including supervising and monitoring its use when on loan.
- 14.** Work in partnership with the QTVIs to develop and deliver a programme of professional development to schools, parents, officers and associated agencies leading on the development to schools, parent, officers and associated agencies leading on the development of mobility and independence skills.
- 15.** Work as a member of the sensory service attending service meetings.
- 16.** Develop and maintain links with other professionals outside of education who are involved in the support of CYP with a visual impairment (eg NHS ophthalmology departments; social care services, local and national third sector providers such as Guide Dogs and RNIB)
- 17.** Lead on the habilitation aspects of the sensory service development plan including maintain and overview of current thinking, research and new initiatives/developments of VI habilitation practice to develop service provision through appropriate targets and performance indicators
- 18.** Evaluate, monitor and report on the work of the Habilitation Specialist to inform future planning.
- 19.** Develop the aims and objectives for the deliver of Habiliation services to CYP with a visual impairment, taking account of the outcomes specified in the “Quality Standards – Deliver of Habilitation Training or CYP with Visual Impairment (2011)
- 20.** Undertake home visits a s alone worker.
- 21.** Work in a range of multi-agency partnerships: establishing and maintain professional boundaries and developing networks with colleagues, providers and other statutory and voluntary agencies.
- 22.** Work with a high level of autonomy and self-management, organising, planning and delivering own tasks and workload effectively to meet agreed goals/timescales in line with team and corporate objectives.
- 23.** Ensure that services are provided in accordance with the departmental and Council’s standards and are quality assured with health and safety requirements.
- 24.** Ensure high professional standards are maintained by taking part in appropriate training and CPD, keeping abreast of new legislation and maintain own professional development
- 25.** Undertake all duties with due regard to the provisions of health and safety regulation and legislation, data protection protocols, safeguarding protocols and the Council’s Equal Opportunities and Customer Care policies
- 26.** Undertake any other work appropriate to the level and general nature of the post’s duties, working flexibly across the SEND Outreach service where skills are required.

Designation of the Post to which the Post-Holder reports to: **Senior Advisory Teacher VI**