



Specialist Occupational Therapist, Rehabilitation

Candidate Briefing Pack





Dear Candidate

Thank you for your interest in becoming a Specialist Occupational Therapist Band 6 at The Children's Trust.

We are the UK's leading charity for children with brain injury and neurodisability. We deliver rehabilitation, education and community services through skilled teams who work with children and young people, and their families.

We are unique, with an international reputation for the work we undertake to improve the lives of the children and families with whom we work.

We provide information and support to thousands of children with brain injury and their families annually, through education, care, therapy, and research. We provide expertise and experience in meeting the needs of children and young people with acquired brain injury, neuro-disabilities, and complex health needs.

As a Specialist Occupational Therapist Band 6, you will report to the Clinical Specialist Occupational Therapist. Your role will be to provide occupational therapy service that promotes participation and functional activity for children and young people accessing The Children's Trust occupational therapy services. All interventions will be goal focused, evidence-based and child and family centred.

This is a chance for an outstanding candidate to make a significant and lasting difference to the lives of thousands of children and families.

Kind regards

Susie Nolan
Head of Therapies



The Charity

The Children's Trust supports children and young people with brain injury and neurodisability to live the best life possible. From our national specialist centre in Tadworth, Surrey, and through our community services, we provide specialist rehabilitation, education, therapy, care and family support.

Our services include:

- specialist rehabilitation for children with acquired brain injury
- a non-maintained special school, supported by residential provision for children with complex education, health, therapy and care needs
- community-based clinical support for children and young people with acquired brain injury
- online information and resources for families, including our Bumps Happen hub and publications.

Our Tadworth site provides a child and family-focused environment, including residential accommodation, therapy facilities, outdoor space and specialist equipment. We work closely with the NHS, local authorities and other partners to help children transition between hospital, home, school and community life.

The Children's Trust is also the only paediatric centre with a national specialised commissioning contract through NHS England to provide brain injury rehabilitation for children with severe brain injury. Alongside this nationally commissioned work, our services are supported through local health, care and education funding, as well as voluntary fundraising.

Our work is made possible by around 550 committed staff and more than 1,000

volunteers, bringing together expertise across nursing, care, education, therapy, retail, operations, fundraising, communications, HR, finance and other support functions.





Our Strategy: achieving our goals together

The Children's Trust exists to support children and young people with brain injury and neurodisability so they can live the best life possible.

Every year, 40,000 children across the UK experience a brain injury and about 350 sustain a severe brain injury, many with devastating consequences. Some children lose the ability to walk, talk, learn or communicate. Their lives – and the lives of their families – are turned upside down. Their chances to thrive in childhood and beyond are put at risk.

Our 2025–2030 strategy sets out how we will respond to the growing and urgent need for specialist neurorehabilitation for children and young people, deepen our impact and reach more families across the UK.

At the core of our strategy is a bold ambition: to be the UK's leading provider of paediatric neurorehabilitation, transforming outcomes through expertise, compassion and innovation.

Children, young people and families are central to everything we do. This strategy focuses on what matters most to them – their goals, potential and quality of life – while working in partnership with the wider health, education and social care system to create lasting change.

Over the next five years, we will expand and strengthen our services, invest in life-changing neurotechnology, future-proof our outstanding school, and build a sustainable organisation that can help more children, sooner.

By 2030, we want to look back with pride at how far we have come. We want to see how many more children and families we have helped to achieve their goals, whether that's future career aspirations, learning to walk again, being able to speak, or playing with siblings.

"This strategy reflects both the scale of the challenge we face and the strength of our ambition. Demand for specialist neurorehabilitation is growing, and our responsibility is clear: to build on our decades of expertise, invest in innovation and work in partnership across the system to help more children achieve the best possible outcomes, now and in the future."

Mike Thiedke, Chief Executive, The Children's Trust

Our strategic goals to 2030

Our Goals:

- Goal 1** Delivering safe, effective and high-quality services
- Goal 2** Enhancing and expanding our neurorehabilitation services
- Goal 3** Future-proofing our education offer
- Goal 4** Investing in our people
- Goal 5** Strengthening our finances

You can find out more about our strategy: achieving our goals together [here](#)



Job Description

Job Title	Specialist Occupational Therapist
Reporting Manager	Clinical Specialist Occupational Therapist
Direct reports	Occupational Therapists Band 5
Level	Specialist Band 6
Contract Type	Permanent
Location	Tadworth, Surrey
Salary	£45,953 - £54,254 per annum (£36,762 - £43,403 pro rata) dependent upon experience and inclusive of outer London weighting The salary for this role is informed by reference to NHS Agenda for Change pay rates, where appropriate. Note that The Children's Trust operates its own pay and grading framework and does not guarantee equivalence with, or automatic alignment to, NHS pay bands or other NHS terms and conditions.
Probationary Period	Five months – this is a regulatory requirement for all new employees of The Children's Trust.
Hours of Work	30 hrs per week 0.8 FTE
Working Pattern	Monday to Friday - Support Staff core hours are between 08:00 – 18:00
Notice Period (after Probation)	8 weeks
DBS	Enhanced with Child & Adult Barred Lists

Job Purpose

The role of Specialist Occupational Therapist will provide a high quality, evidence based occupational therapy service, which promotes participation and functional activity of children and young people accessing our neurorehabilitation services.

Our service delivery aims to promote outcome focussed interventions, safe care, function and participation of children and young people accessing home, school, and community life. You will deliver child and family focused, goal led interventions at a specialist level within a multi-disciplinary and multi-agency setting.



Duties and Responsibilities

Clinical Skills and Responsibilities

- Provide high quality, evidence based occupational therapy provision for children and young people, in partnership with other members of the multi-disciplinary team and education services.
- Undertake specialist occupational therapy assessments of children with a range of needs including highly complex needs.
- Develop therapy goals, in collaboration and with the child and family/carers, as well as the MDT, to maximise recovery and facilitate the participation of the child in their daily life.
- Devise and carry out therapeutic interventions that are developmentally appropriate, goal directed, and occupation centred both in terms of means and outcome.
- Use observational and standardised outcome measures to monitor and evaluate each child's progress and adjust intervention/programmes, as necessary.
- Contribute to the assessment of the child/young person's upper limb and support provision of interventions to maintain or improve upper limb range and function where possible.
- Assess and advise on specialist equipment and liaise with social services and relevant others on its provision. This may be loaned equipment for use at The Children's Trust or recommendations of equipment for long-term use on return to home.
- Assess, evaluate, and recommend discharge/transition plans for children/young people within the multidisciplinary team framework.
- Contribute to child related reports, including looked after children and annual review reports as required, and assist with the collation of these as required, in a timely manner and in line with organisational targets.
- Contribute to child related meetings, meetings with parents, MDT meetings, and liaison with external agencies where appropriate.
- Keep appropriate and accurate intervention records, fulfilling legal, professional and all other requirements of The Children's Trust.
- Work flexibly in terms of hours, including the ability to work an early evening (weekly) and one weekend day, per calendar month.
- To undertake other or additional duties that are within your skills and abilities, as the organisation may reasonably require from time to time.



Communication

- Communicate effectively with children/young people, applying the principles of consistent communication.
- Facilitate effective communication with families and members of the Multidisciplinary Team.
- Recognise barriers to effective communication and be able to reduce these as appropriate.
- Attend and contribute to Multidisciplinary Team meetings, to discuss individual children/young people and service in general, as required e.g., reviews, case conferences, parent's evenings, clinics, etc.
- Maintain clear and concise documents and records, in accordance with The Children's Trust Policy.
- Ensure documents are managed confidentially at all times.
- Manage informal complaints, in line with The Children's Trust policies and contribute to the resolution of written complaints, and as they occur taking immediate action where necessary.

Management of Self and Others

- Provide support and supervision for junior team members and students, within area of responsibility, providing direction, motivation, and support to achieve key objectives.
- Participate in the annual Performance Development Review and monthly supervision sessions, as required by The Children's Trust, both as Appraiser and Appraisee.
- Manage time effectively, prioritising, and delegating work appropriately and as required.

Governance

- Read and implement all policies, procedures, and risk assessments, pertinent to working practice and keep up to date with changes as and when they occur.
- Critically evaluate practice through clinical audits and by appraisal of the information gained, in combination with current knowledge of evidence-based practice; identify opportunities for service improvement and development, with support from Highly Specialist Therapists/ Heads of Therapy.
- Continue the audit cycle, by evaluating any changes implemented as a result. This should include the adoption of evidence informed practice, the trial of emerging interventions and the cessation of interventions, where evidence is insufficient and other approaches are indicated.
- Recognise and critically appraise situations where the effectiveness, efficiency and quality of the service are compromised and take appropriate action to resolve the situation, with support from Highly Specialist Therapists/ Heads of Therapy.



- Critically reflect on own performance and that of other staff; and use this evaluation to enhance the effectiveness, efficiency, and quality of future practice.
- Undergo The Children's Trust Risk Assessor training, in order that all activities are risk assessed and documented in the most appropriate format. Ensure that detailed risk assessments are completed, as required.
- Actively participate in local clinical governance activities.

Career Long Learning, Education and Research

- Undertake all mandatory training, in line with The Children's Trust policy.
- Advance personal knowledge, understanding and skills in line with identified learning needs, by making appropriate use of a variety of learning and development resources and opportunities, e.g., by attending courses/ lectures, contact and involvement with relevant special interest groups and visiting other departments/ organisations and by conducting Literature Reviews.
- Prepare appropriately for Performance Development Reviews, identifying learning objectives and setting targets; identify opportunities for professional development in order to meet continuing professional development requirements.
- Participate in in-service competency training programmes and teaching sessions, as appropriate.
- Contribute to service development projects in line with departmental and organisational priorities.

Limits of Authority and Problem Solving

- Make day-to-day decisions regarding occupational therapy requirements for children and young people, based on case load, including recommendations for specialist equipment.
- Responsible for day-to-day time management and prioritisation of workload, taking into account the needs of the whole service.
- Monthly formal supervision.
- Provides formal supervision monthly to junior Therapists and/or Multidisciplinary Technicians.
- Supporting the Occupational Therapy Team and house-based multi-disciplinary team in delivery of an effective service.
- Any other duties as required.



Professionalism

- Takes action and raises concerns.
- Adhere to the policies and procedures of The Children's Trust.
- Maintain professional boundaries and professionalism at all times.
- Committed to demonstrating the organisations values and behaviours at all times.

Health and Safety

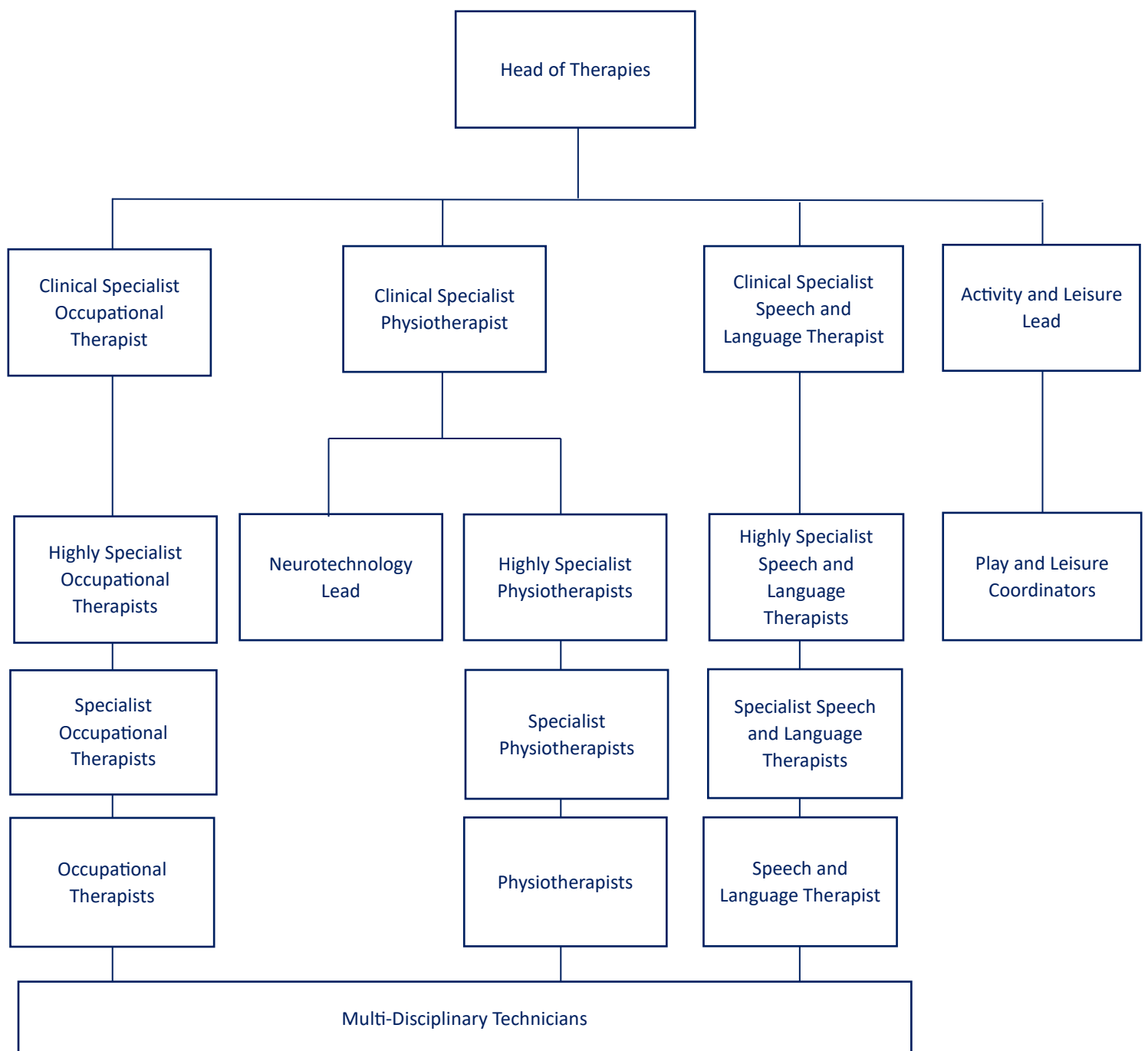
- Adheres to all Health and Safety guidelines, principles, and regulations to perform your role and comply with The Children's Trust policies and procedures.
- Provide evidence of all vaccinations (or medical exemption) required for the post.
- Adhere to manual handling procedures and complete mandatory manual handling training.
- Promotes the health and safety of others.
- Uses the incident reporting and risk assessment system (IRAR), to identify and report risks and incidents/actions if directed.
- Responsible for identifying and mitigating risk within the work environment.

Wellbeing and Emotional Resilience

- Maintains a positive approach and outlook when dealing with change and overcoming challenges and problems.
- Recognises own limitations, develops realistic goals, and uses support network resource when or if necessary.
- Treats challenges and problems as a learning experience.
- Remains organised and focused when under pressure.
- Responds appropriately and effectively to all constructive feedback.
- Motivates self and other.



Organisation and Structure





Person Specification

Selection Criteria:		Essential or Desirable
Education & Qualifications	- Degree/Diploma in Occupational Therapy: Essential - HCPC registration - Member of British Association of Occupational Therapist - Maintains a portfolio of CPD in line with regulatory body standards - Willing to participate in any relevant training identified to develop skills required to carry out duties including extended role activities	Essential Essential Essential Essential Essential
Experience	- Minimum 2 years' experience post qualification - Experience of working with children/young people and/or acquired brain injury - Experience of working as part of a multi-disciplinary team - Experience of working with families - Ability to support the delivery of complex and sensitive information to a vulnerable patient group and their families - Previous experience as an OT working with children with developmental conditions, including using developmental assessments and providing therapy to address occupational performance - Experience of paediatric postural management including assessment for wheelchairs and specialist equipment and upper limb interventions to support activities of daily living - Working with children with complex communication needs	Essential Essential Essential Essential Desirable Desirable Desirable Desirable
Knowledge	- Knowledge and understanding of safeguarding children and young people with acquired brain injury and complex disabilities - Competent skills in Microsoft Word, PowerPoint, Excel - Understanding of physical, communication, behavioural and emotional changes after acquired brain injury (ABI) - Knowledge of current research, clinical audit, and service evaluation methods	Essential Essential Desirable Essential



Skills & Abilities	• Clinical assessment and intervention skills relevant to children and young people with acquired brain injury • Sound clinical reasoning skills, analysing a variety of evidence and presenting this in a relevant format e.g., report; presentation • Workload management including delegation of tasks • Competent in supporting junior colleagues in using reflective practice tools and ability to give clear and effective feedback • Competent IT skills in order to collect and interpret data, present reports, and compile presentations • Competent verbal, non-verbal and written communication skills with professionals, families, and children • Risk assessment skills • Reflective practice skills, able to reflect on own practice and adapt according to feedback • Clinical assessment and treatment of upper limb including splinting, conducting postural assessments and ROM • To provide advice, teaching and instruction to relatives, carers, and other professionals, to promote understanding of the aims of occupational therapy, and to ensure a consistent approach to patient care • Liaising with colleagues within the Trust (including case conferences, ward rounds and discharge planning) and local services (referring hospitals and community services - health, education, and social care) to ensure integrated and coordinated continuity of care of the child. • Ability to meet the physical demands of a therapy role	Essential Essential Essential Essential Essential Essential Essential Essential Desirable Essential Essential Essential
Personal Qualities	• Commitment to the vision and values of The Children's Trust. • Flexible and 'can do' attitude to competing commitments in workload. • Highly motivated and reliable. • Ability to cope working in a demanding environment. • Commitment to maintaining personal wellbeing and the wellbeing of colleagues.	All Essential



Safeguarding

The Children's Trust is committed to safeguarding and promoting the welfare of children and young people. To achieve our commitment, we will ensure continuous development and improvement of robust safeguarding processes and procedures that promote a culture of safeguarding amongst our workforce.

The Children's Trust has policies on safer recruitment, the recruitment of ex-offenders and criminal record checks. Please refer to the People Team for further information. It is an offence to apply for a role in regulated activity with children and young people if the applicant is barred from engaging in regulated activity relevant to children and vulnerable adults.

Equity, diversity & Inclusion

The Children's Trust is committed to achieving equity, diversity and inclusion (EDI) across all levels of the organisation. For further information, see: <https://www.thechildrenstrust.org.uk/about/statement-equity-diversity-inclusion>

To help us achieve our ambition to give children and young people with brain injury and neurodisability the opportunity to live the best life possible, we want to accurately reflect the UK's diverse population. We want equity, diversity and inclusion to be at the heart of everything we do, and our people, services and culture to reflect the diverse needs of all. Through our diversity and inclusion strategy, we have made a commitment to increase the diversity of our charity and create an inclusive culture. We have networks across the organisation working to ensure that these aims are met - including an LGBTQIA2S+ group, Ethnic Diversity Group, and Spark - our broad EDI group. [Read more about our EDI work](#)

We welcome applications from all who share our ambition regardless of background. We will strive to ensure that any reasonable adjustments are made in respect of interview and working arrangements.

Our Promises

Our Promises capture our strengths and aspirations. They guide the way we act, interact and come together to achieve our goals. The journey we took to reach our Promises has been an important one. A highly collaborative and iterative process that has seen each word shaped by our people - our volunteers, employees, partners, trustees, and suppliers. Perhaps most importantly, at the core of this process are our children, young people, and their families. This journey has given us a critical opportunity to give children and young people a voice. As a result, our Promises have been genuinely enriched by them. That's because how we work and carry out our role is as important as what we do, and that's why as part of The Children's Trust, we all need to live by our five Promises.

