



## Job Description

<b>Job Title:</b>	<b>Sports Injury Therapist</b>
<b>Department:</b>	<b>Health Centre</b>
<b>Responsible to:</b>	<b>Lead Physiotherapist and Director of Sport</b>
<b>Salary:</b>	<b>Competitive + Benefits</b>
<b>Last reviewed:</b>	<b>July 2021</b>

### Job Outline

The post of Sports Therapist is a part time position and involves working on a Saturday only, 6 hours per week, term time only. There will be a degree of flexibility and these hours could be subject to change and are not fixed. In addition to these core working hours, the job holder will be required to work reasonable additional hours as are necessary for the proper performance of the role. The normal place of work will be Haileybury, however the job holder may be required to travel with teams to other venues.

The role will involve providing physiotherapy support services to Haileybury pupils (including pitch side physio and strength and conditioning therapy) where we are renowned for producing national and international level athletes. The job holder will work collaboratively with the Lead Physiotherapist and other members of the medical and sports staff to improve performance through implementing, evaluating, and developing physiotherapy services.

Please note that all duties undertaken by the job holder must be carried out efficiently, effectively, within deadlines and to standards acceptable to the College's management team.

### Key Responsibilities and Duties:

- deliver physiotherapy services to multi-sport pupils;
- provide pitch-side (multi-sport) cover as required;
- identify and deliver individualised pupil rehabilitation programmes in collaboration with the medical team, coaches and parents of pupils;
- provide return to sport programmes for pupils in our well-equipped gym and sports facilities;
- within the rules of professional confidentiality liaise with pupils, coaches and other support staff as appropriate;
- comply with professional codes of conduct, standards and guidelines;
- contribute to knowledge sharing and development across the school to support the development of our physiotherapy service;

- injury prevention via strength and conditioning with our High Performance Programme (HPP) group in particular.

### **General Duties**

- to maintain a code of confidentiality commensurate with the role;
- to remain up to date with all appropriate practices, procedures and regulatory requirements within your allocated areas of responsibility;
- to undertake duties in line with established Haileybury practices and protocols;
- to ensure that all work is supported with an appropriate paper trail i.e. supported by a filing system that contains clear and accurate working papers;
- to make use of appropriate computer software, equipment and facilities in order to complete duties in the most efficient and effective way including word processing packages, spreadsheets, databases, etc;
- to establish and maintain effective communication channels and efficient/effective working relationships with other members of the Health Centre, Sports department and the College's staff;
- to keep the management team fully up to date and informed about all allocated areas of responsibility and to report any significant problems as appropriate and within a reasonable time frame;
- to undertake appropriate training to ensure that skills remain up-to-date and commensurate with the first class service required for this role;
- at all times to carry out duties in a safe manner, so as not to endanger yourself or other people. If you consider something is unsafe or likely to cause injury or ill health, you must report it to the College Medical Officer. You should read and understand the Haileybury Health and Safety Policy, which will be made available to you at your place of work;
- to undertake your responsibilities at Haileybury in respect of Data Protection. Staff members are responsible for ensuring that any personal data held by them is kept securely. This includes, appropriate use of computer ID's and passwords;
- to undertake your responsibilities to promote the safety and wellbeing of children and young people;
- such other duties as required to ensure the smooth running of the Health centre and Sports department, including assisting other members of the department as and when required.

**It should be noted that the above list of duties is not necessarily a complete statement of the final duties of the post. It is intended to give an overall view of the position and should be taken as guidance only. Haileybury requires its employees to take a flexible approach to working and encourages team working between different departments. Therefore, throughout their career at the College, the job holder will be required to undertake any duties (operational or administrative), as required by the College Medical Officer, Lead Physiotherapist, Director of Sport or the Bursar, which falls within their capabilities and which are in accordance with the usual practice of an independent boarding school. The job description may be amended to meet the needs of the College.**

## Required skills

### Essential

It is expected that the post holder will have/hold:

- a degree in Sports Therapy (or equivalent);
- membership of the Society of Sports Therapists;
- relevant strength and conditioning experience and training.

### Knowledge and Skills

- an understanding of the abilities of adolescent pupils in various sports and the effects of exercise at their stages of growth;
- an understanding of the prevention and treatment of adolescent sports injuries;
- an interest in sport and recognition of the importance of promoting and supporting equality, safeguarding and anti-doping within sport;
- ability to remain calm in a busy and demanding environment;
- willingness to be a team player;
- proactive, flexible and adaptable.

### Personal Qualities

- open, warm and friendly;
- smart appearance;
- honest, polite, reliable, resourceful, punctual and committed;
- well organised/able to manage treatment time efficiently;
- enthusiastic and ability to learn and commitment to regularly update knowledge and expertise;
- team player;
- able to work on own initiative;
- self-motivated with a positive attitude;
- a facility for detail;
- understand issues of confidentiality;
- excellent interpersonal skills at all levels with both patients/pupils and other professionals.

### Ethos

- ability to form and maintain appropriate relationships and personal boundaries with children;
- a commitment to safeguarding and promoting the welfare of children and young people;
- strong support for the strategic direction of the school.

### Desirable

### Qualifications and Experience

- degree in Physiotherapy (or equivalent);
- membership of the Chartered Society of Physiotherapy (MCSP) and registered with the Health and Care Professions Council (HCPC).

## **Child Protection at Haileybury**

Though the above role does not require the direct supervision of pupils, in addition to their job description, the job holder should be aware of their responsibilities for promoting and safeguarding the welfare of children and young persons who they may come into contact with whilst at Haileybury. The child protection guidance for all non-teaching staff at Haileybury is as follows.

The School values the excellent relationships between pupils and members of staff. One of the benefits of these open and friendly relationships is that there are a large number of adults available for pupils to discuss their worries or concerns with.

There may be times when you become concerned about a pupil who might, for any reason, be unhappy or frightened. If you have such concerns, or if a pupil or another adult approaches you with such worries, it is important that you follow the procedure below.

- (1) If a pupil or another adult comes to you with an allegation or suspicion of abuse or bullying, you should react sympathetically. Listen to their concerns but avoid asking questions.
- (2) As soon as possible after the conversation contact either Dr Laura Pugsley, who is the DSL for child protection or Mr Simon Heard, the Deputy Master.
- (3) Never give an unconditional promise of confidentiality. Make it clear that the information will be shared with the persons responsible for child welfare.

The DSL is always available for help and guidance on issues concerning pupil welfare. She can be contacted on:

- 01992 706284 (Office)
- 07384 254505 (For Serious Cases)

As part of your induction, the Human Resources Department will issue you with a small card which provides the above guidance. Please ensure that you keep this card with you at all times when on the Haileybury site.

## **Data Protection at Haileybury**

The School will comply with its obligations under the prevailing data protection legislation when processing your personal data. For further detail in this regard you should refer to the School's Data Protection Policy and the Staff Privacy Notice which can be found on the website <https://www.haileybury.com/privacy-notice>.

## **Code of Conduct Statement**

Effective organisations are those where staff work cooperatively together within a positive ethos and culture. Staff at Haileybury are expected to work together showing respect, courtesy and helpfulness, whatever the staff member's position in the School. Colleagues should try to see and appreciate what others are doing and appreciate that the provision that we offer our pupils can flourish only with the active assistance of all concerned.