

JOB DESCRIPTION

Job Title:	Principal Educational Psychologist		
Directorate:	People	Salary:	£68,086 - £72,095 plus LWA £939
Section:	Education & Learning	Grade:	Soulbury B 10 - 13
Location:	Time Square	Work Style:	Flexible

Key Objectives of the role

- Provide strategic leadership for the Educational Psychology Service (EPS), driving high standards and innovation to improve outcomes for children and young people (CYP) with SEND in Bracknell Forest.
- Lead and manage the EPS, ensuring effective, efficient, and evidence-based deployment of psychologists to meet statutory duties and traded service demands.
- Actively contribute to the leadership of the wider SEND & Inclusion service, driving the local SEND strategic plan and fostering strong multi-agency partnerships to enhance the lived experience of CYP with SEND and their families.
- Develop and shape the EPS, including its traded offer, ensuring alignment with council priorities such as the Safety Valve agenda, financial sustainability, and responsiveness to the needs of schools and the community.

Designation of post and position within departmental structure

The Principal Educational Psychologist reports directly to the Assistant Director Education & Learning and directly manages the Senior Educational Psychologists. (Please refer to attached organisational chart for details).

Daily and monthly responsibilities

- Provide strategic and operational leadership for the EPS, ensuring alignment with the council's SEND strategic plan, Safety Valve agenda, and priorities.
- Oversee high-quality, evidence-based service delivery (statutory and traded), promoting systemic practice, person-centred approaches, early intervention, and positive mental health/wellbeing approaches.

- Lead, manage, and supervise the EP team (including Senior EPs), fostering a culture of continuous improvement, professional development, workforce planning, and reflective practice.
- Manage the EPS budget effectively, including overseeing income generation, marketing, and development through the traded service offer.
- Drive quality assurance processes, monitoring service impact and using data to inform service planning and improvement.
- Champion multi-agency collaboration, building strong partnerships with schools, settings, health partners, social care, voluntary sector organisations, and families to support the SEND strategic plan.
- Represent the EPS and contribute expert psychological knowledge at strategic council meetings, panels (including SEND panels), and multi-agency forums.
- Ensure the Local Authority meets its statutory duties regarding psychological advice for EHC needs assessments and tribunals.
- Promote high standards of inclusive practice across the local area through specialist advice, support, and training for schools, settings, and the parent community

Scope of role

Consider budget/resource control, impact on community

- Responsibility for the strategic direction, performance, and budget management of the Bracknell Forest Educational Psychology Service.
- Significant influence on the development and implementation of the SEND strategic plan and inclusive practice across the local area, contributing to the aims of the Safety Valve agenda.
- Impact on improving educational and wellbeing outcomes for children and young people aged 0-25, particularly those with SEND and vulnerable groups.
- Key role in developing and maintaining effective multi-agency partnerships.
- Responsibility for developing and managing the traded service offer to schools and other settings.

Commitment to the Council's Equal Opportunities policy at all times

Commitment to working within the bounds of the Data Protection Act and GDPR legislation at all times

Such other duties as may from time to time be necessary, compatible with the nature of the post. It should be noted that the above list of main duties and responsibilities 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

PERSON SPECIFICATION

KEY CRITERIA	ESSENTIAL	DESIRABLE
Skills and qualifications	BPS recognised Honours degree in Psychology (or equivalent).	Additional qualifications or training in leadership/management
	Professional Post Graduate qualification in Educational Psychology (Doctorate or Masters).	Specialist training in relevant areas (e.g., VIG, ELSA supervision, specific therapeutic approaches).
	Registered as a Practitioner Psychologist (Educational) with the Health and Care Professions Council (HCPC).	
	Evidence of relevant and ongoing CPD	
Competence Summary (Knowledge, abilities, skills, experience)	Understanding of and commitment to the requirements of safeguarding children, young people, vulnerable adults and promoting their welfare.	Experience of successfully managing and developing traded services within an EPS.
	Understanding of and commitment to the requirements of safeguarding children, young people, and vulnerable adults and promoting their welfare.	Experience in leading specific initiatives or areas of specialist practice (e.g., mental health strategies, critical incident response, specific interventions).
	Proven ability to lead, manage, and motivate a team of professional staff, including experience of supervision and performance management.	Experience of representing an EP service at a senior level (e.g., SEND panels, strategic forums).
	Significant post-qualification experience working as an Educational Psychologist, preferably including experience within a local authority context.	
	Demonstrable experience in strategic planning, service development, and managing change within a complex multi-professional environment.	
	In-depth knowledge and understanding of relevant legislation (e.g., Children and Families Act 2014, SEND Code of Practice), educational systems, and psychological theory/practice relevant to CYP 0-25.	

	<p>Excellent communication, interpersonal, negotiation, and influencing skills, with the ability to build effective partnerships with diverse stakeholders.</p> <p>Proven ability to manage budgets and resources effectively.</p> <p>Ability to analyse complex information, evaluate service impact, and use data to drive improvement.</p> <p>Commitment to applying psychology ethically and innovatively to improve outcomes for children and young people.</p> <p>Commitment to recognising and promoting across practice equality, diversity, and inclusion.</p>
Work-related Personal Requirements	<p>The post holder must hold a full UK driving licence (or valid equivalent). Non-UK licences must be converted to UK licences in the first six months of employment.</p> <p>Ability and willingness to travel to meetings and settings across the borough as required.</p> <p>Ability to meet the travel/mobility requirements of the post (with or without reasonable adjustments).</p>
Other Work Requirements	<p>A satisfactory enhanced Disclosure and Barring Service check.</p> <p>This role has been identified as public facing in accordance with Part 7 of the Immigration Act 2016; the requirement to fulfil all spoken aspects of the role with confidence in English applies</p> <p>This post is exempt from the Rehabilitation of Offenders Act 1974</p> <p>Maintenance of HCPC registration as a Practitioner Psychologist.</p> <p>Ability to produce written material effectively and appropriate to a range of audiences.</p>
Role models and demonstrates the	<p>Our values define who we are. They outline what is important to us. They influence the way we work with each other – and the way we serve our</p>

Council's values and behaviours	<p>residents and engage with our communities.</p> <p>We make our values real by demonstrating them in how we behave every day.</p>
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All staff should hold a duty and commitment to observing the Council's Equality & Dignity at Work policy at all times. Duties must be carried out in accordance with relevant Equality & Diversity legislation and Council policies/procedures.

