



Westwood College, Westwood Park, Leek,
Staffordshire ST13 8NP

Telephone: 01538 370930

Email: wwc.office@ttl.org.uk

Website: wwc.ttl.org.uk

Summer Term 2026

Dear Applicant,

Westwood College is a welcoming and inclusive secondary school within The Talentum Learning Trust, committed to supporting every pupil to achieve their full potential.

An exciting opportunity has arisen for a dedicated and compassionate professional to play a key role in supporting pupils with Special Educational Needs and Disabilities (SEND).

Assistant SENCo

Westwood College – The Talentum Learning Trust

The role of **Assistant SENCo** is central to supporting pupils with Special Educational Needs and Disabilities (SEND) to thrive within an inclusive and well-coordinated learning environment. Working closely with the SENCo and wider school teams, you will help deliver high-quality provision, meet statutory requirements, and make a real difference to pupils' progress, wellbeing and outcomes.

This is an exciting opportunity for a committed and compassionate professional who is passionate about supporting vulnerable learners, developing effective SEND practice, and helping young people achieve their full potential.

Key Responsibilities

- Support the SENCo in coordinating and delivering effective SEND provision across the school
- Identify needs, set targets, and monitor progress of pupils with SEND
- Deliver targeted interventions and small-group support
- Coordinate and support statutory processes, including annual reviews and access arrangements
- Maintain accurate, confidential SEND documentation and records
- Liaise effectively with parents/carers, staff and external professionals
- Promote inclusive practice and contribute to SEND development across the school
- Uphold safeguarding, equality and pupil wellbeing at all times

Inspiring Students for Ambitious Futures



The Talentum Learning Trust Ltd is a charitable company limited by guarantee, registered in England and Wales. Company number: 9999238

Registered office address: The Talentum Learning Trust, Westwood College, Westwood Park, Leek, Staffordshire, ST13 8NP



About You

- Experienced in supporting pupils with additional needs within an educational setting
- Confident working with assessment, review and planning processes
- Highly organised, with excellent communication and record-keeping skills
- Able to work independently and collaboratively as part of a team
- Committed to safeguarding, inclusion and continuous professional development

Position Details

- **Contract:** Permanent (Green Book terms and conditions)
- **Pay:** Grade 6 (SCP 9–15) – FTE £27,254 | Actual Salary £23,666
- **Hours:** 32.5 hours per week, Monday to Friday
- **Working Pattern:** Term time plus 6 INSET days (45.28 paid weeks)
- **Base:** Westwood College, Leek, Staffordshire, however you may be required to work in another schools within the Trust
- **Line Manager:** Head of School / SENCo

We Offer

- Commitment to your professional development
- Local Government Pension Scheme
- Supportive working environment within a collaborative Trust
- Free onsite parking and staff facilities
- Access to school multigym before and after work

About the Trust

The **Talentum Learning Trust** is a multi-academy trust serving the Staffordshire Moorlands, committed to high aspirations, inclusive practice and strong community partnership.

How to Apply

Applications should be submitted to recruitment@ttl.org.uk by **12:00 noon on Monday 1 June 2026**.

Interviews will take place **week commencing 8 June 2026**.

School visits are warmly welcomed.

The Talentum Learning Trust is committed to safeguarding and promoting the welfare of children. This post is subject to an Enhanced DBS check. **CVs are not accepted.**



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