



Trinity Academy

Speech and Language Assistant (Lead LSA)

Job description

Job title	Speech and Language Assistant (Lead LSA)
Location	Trinity Academy
Salary	SCP 22 - 26 Before Sept '25 uplift FTE £28,317 - £31,389 Actual £24,831 - £27,525
Role Summary	To embrace the values of Trinity Academy ensuring that every child achieves their absolute best by working closely with young people who have special educational needs, or other barriers to learning, and provide support for their academic achievement.
Working pattern	37.5 hours per week Term time only plus 1 week (5 days)
Responsibilities	<p>We are seeking an enthusiastic, dedicated, Speech and Language Assistant to join our Learning Support team. You will be joining an outstanding team providing support to students with a range of speech, language, and communication needs (SLCN) within a mainstream secondary school setting. We are looking either for a skilled Speech and Language teacher or someone with an interest and commitment to developing in this area of work.</p> <p>You will play a vital role, working in partnership with teachers, the pastoral team and the Leadership Team, to ensure that SEND interventions optimise improved learning outcomes for identified individuals.</p> <p>The successful candidate will work under the direction of the school's SENDCO and, where applicable, external Speech and Language Therapists to screen students for Speech and Language needs, deliver targeted interventions and facilitate inclusive communication practices across the school.</p>

**Key Responsibilities:**

- **Direct Student Support:**

- Deliver individual and small group speech and language programmes, as designed by Speech and Language Therapists (SLTs), to students with identified SLCN.
- Implement strategies to support students with difficulties in areas such as articulation, phonology, receptive and expressive language, social communication, and fluency.
- Adapt and differentiate learning materials to make them accessible for students with SLCN.
- Support students in developing their communication skills to access the curriculum and participate fully in school life.
- Monitor and record student progress, providing regular feedback to the SENDCO, SLT, and relevant teaching staff.

- **Collaboration and Liaison:**

- Work closely with the SENDCO, class teachers, and other support staff to ensure a cohesive approach to supporting students with SLCN.
- Run the school's internal screening process to help identify students with possible SLCN.
- Liaise with external Speech and Language Therapists, attending meetings and training as required.
- Provide advice and guidance to teaching staff on strategies and resources to support students' communication development in the classroom.
- Contribute to the review process for students with Education, Health and Care Plans (EHCPs) or those on the SEN register.

- **Resource Management:**

- Prepare and maintain resources for speech and language interventions.
- Contribute to the development of a communication-friendly environment within the school.

- **General Duties:**

- Adhere to school policies and procedures, including those relating to safeguarding, data protection, and confidentiality.
- Participate in relevant training and professional development opportunities.
- Support the school's commitment to inclusive education.
- Undertake other duties commensurate with the role as directed by the SENDCO or Headteacher.



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	<p>This job is suitable for someone who is experienced in working with young people in a school or health care setting. They will need empathy and determination to ensure that every student receives the support they need to be the best version of themselves.</p> <p>Note: The duties outlined in this job description may be modified, with your agreement, to reflect or anticipate changes in the job, commensurate with the salary and job title. This document does not form part of your contract of employment with the school.</p>
Reporting to	Deputy SENDCo/SENDCo
Safeguarding	<i>We are committed to safeguarding and promoting the welfare of children, young people and adults and expect all staff and volunteers to share this commitment. All posts at Cathedral Schools Trust are subject to pre-employment checks including, but not limited to, initial and periodic enhanced level checks with the Disclosure and Barring Service.</i>



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Speech and Language Assistant (Lead LSA)

Person Specification

We are committed to creating an inclusive working environment. If you are excited about this role and can demonstrate many but not all of the areas below, we would encourage you to apply as you may just be the person we are looking for.

The listed criteria will be reviewed across the stages of our recruitment process, including application form, personal statement (within the application form), interview, references and certificates.

Skills and personal attributes:

(Personal competencies, qualities, attitude and behaviours that will allow you to perform effectively in the role, ensuring the safeguarding and welfare of children and young people)

Essential for this role:

- Ability to manage time effectively, organise and prioritise workloads and work proactively to ensure objectives are fulfilled
- High standard of written and verbal communication skills
- Ability and willingness to work cooperatively as part of a team
- Ability to help us build on the breadth of the educational experiences we offer both in and out of the classroom
- Respect for the professional expertise of others
- Ability to be managed by others, using constructive feedback to improve your performance
- Enthusiastic, perceptive and fair
- Record of excellent practice
- Ability to provide guidance, advice, instruction and support and challenge for students and for staff
- A personal commitment to quality and excellence that will take the Academy forward

You are likely to have:

- Good sense of humour

- Ability to handle information securely and confidentially.
- Record of developing and maintaining good relationships with students and wider school community.
- The experience, where necessary, to give a clear lead on inclusion and managing learning and student achievement
- Genuine care for all students, especially the disadvantaged and vulnerable

You may have:

- Evidence of innovative and effective learning coordination
- Record of developing and maintaining good relationships with students and wider school community
- Knowledge and expertise in how people learn
- A clear vision on the position of student welfare and inclusion in the Academy over the next 5 years

Knowledge and qualifications:

(Professional, technical or academic qualifications that you have achieved relevant to this role)

Essential for this role:

- Good GCSE English and Maths (at least grade B or 5 at GCSE)

You are likely to have:

- Degree or equivalent, (diploma, level 6 NVQ, Higher National Diploma or degree apprenticeships.

You may have:

- A qualification in Speech and Language Therapy Assistant/Support, or a related field (e.g., Psychology, Education, Linguistics).
- Qualified Teacher status

Experience:

(Please draw upon experience and achievements gained through paid employment, voluntary work or personal life experience relevant to this role)

Essential for this role:

- Experience of working with young people with SEND
- Experience of maintaining and manipulating computerised and/or paper based data/information
- High standard of written and verbal communication skills.



You are likely to have:

- Current successful school experience
- Experience of using a Management Information System preferably Arbor.
- Experience of safeguarding and pastoral roles in schools

You may have:

- Experience of working with students with Speech, Language and Communication Needs
- Experience of delivering speech and language programmes under the guidance of an SLT
- Experience of working with students with EHCPs.

Cathedral Schools Trust is an equal opportunities employer and recognises the strength in diversity. Our schools have a wide range of cultural, socio economic and religious influences and we use this to ensure that we broaden our understanding of each other and the world. Applications are welcome from all suitably qualified candidates regardless of race, colour, nationality, ethnic or national origin, religion or religious belief, sex or sexual orientation, gender reassignment, disability or age, and maternity, marital or civil partner status. We particularly encourage applications from under-represented groups.

As part of our commitment to equal opportunities, we ask that all applications are made using our application form and are accompanied by an equal opportunities form. The equal opportunities form is anonymous and is not shared with the shortlisting panel.