



APPLICANT INFORMATION

SPEECH & LANGUAGE TEACHING ASSISTANT (SALTA)

Keep In Touch
With Us

01429 280600 

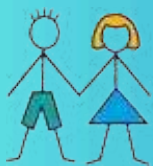
www.springwellschool.co.uk 

Wiltshire Way, Hartlepool, TS26 0TB 



Springwell
School
SMILE • ACHIEVE • BELONG

EXTOL
TRUST 



Springwell
School
SMILE • ACHIEVE • BELONG

Dear Applicant,

Thank you for taking the time to look through the following information about our school. We very much look forward to hearing from you as you progress your interest in the post to an application.

It is a privilege to be the Head Teacher of Springwell School, an outstanding school where the children are a delight and the hard-working staff and governors are committed to ensure the best possible outcomes for all our children.

Informal visits are welcome and can be facilitated either within, or outside of, the school day. Please feel free to get in touch to arrange a visit if you would like to do so.

Kind regards.

Zoe Westley
Headteacher



CONTENTS

1. Trust Vision and Values
2. Our School
3. Advertisement
4. Job Description
5. Person Specification
6. Applying



Springwell
School
SMILE • ACHIEVE • BELONG

TRUST VISION & VALUES

Extol Trust is an ambitious and collaborative Trust based in the North East of England. The Trust's conception was driven by a passion and a moral belief that all pupils deserve to attend a 'stand out school', where they flourish personally, academically and socially.

We place children at the centre of all we do, aiming to create a climate where excellence flourishes as a result of outstanding leadership, engaging teaching and high quality learning. We are a Trust which works hard to be an employer of choice ; we know we can't have great schools without great staff and we work very hard to recruit, retain and develop our people to be the best they can be.

We place Extol Trust as both a system and civic leader, working with other organisations to advance education for the wider common good. Through the development of purposeful partnerships and true collaboration, we aim to impact not only on our school communities but the wider education landscape. We believe that strong collaborative Trusts should be at the front and centre of shaping education reform.



Mr Craig Nicholson
CEO



TRUST VISION & VALUES

Our aims are reflected in our continual commitment to the 'levelling up' agenda within education and the North East communities that we serve. As a collective we are determined that all pupils, regardless of background or where they go to school, have equal access to a high-quality education which equips them with the knowledge, skills and understanding to realise their ambitions and attain their potential.

OUR CORE VALUES

Inspiration Extol is a Trust that inspires all of its schools to be that "stand out school". We constantly seek inspiration from local, national and international initiatives/research. We passionately believe that by investing in our workforce we develop an inspiring, committed and professional team within each school

Excellence Extol has a focus on excellence in all that we do. We strive to achieve the very best for our schools and their communities. We know that access to an excellent education opens opportunities for individuals and the community in which they live

Partnership Extol knows there is power within a partnership of schools. We believe that a true, inclusive partnership with people driven by the same 'why', allows our family of schools to learn with and from each other.

Mr Craig Nicholson
CEO



OUR SCHOOL

Our school is not just a place for education, it's a thriving and welcoming community where a smile is the norm.

Children have the opportunity to take part in a wide range of additional activities such as cookery, trampolining, swimming and sensory exploration. During their time at Springwell School, children will grow in confidence, develop independence and enjoy learning in a school that goes that extra mile.

The school is blessed to have the most dedicated and passionate Senior Leaders, Teachers and Support Staff who truly care about every single child within our school and who will exceed expectations to ensure that Springwell gives children lasting memories and is an experience through which they will truly flourish.



ADVERTISEMENT

Speech and Language Teaching Assistant

Permanent post

We are looking to appoint for September 2026, or as soon as possible.

Salary: Band 7 - £26,824 - £28,142 (Whole Time)

Actual Pro-Rata Salary: £20,356.54 - £21,840.31

32.5 hours / week, term time only + 5 PD Days (195 days per annum)

Springwell School caters for the needs of primary aged pupils with Profound and Multiple Learning Disabilities, Severe Learning Disabilities and Autistic Spectrum Disorders.

Due to our growing levels of need we have a vacancy for a full time Speech and Language Therapy Assistant (SALTA). We are looking for people with the ability to motivate and enthuse children with Special Educational Needs to develop their Speech, Language, Communication and Interaction Skills. The post will be across 4-5 classes and involve working within classes, 1-1, or with small groups.

Springwell School, as part of Extol Academy Trust, is committed to safeguarding and promoting the welfare of children. It will ensure that the highest priority is given to following current guidance and regulations to keep the children in our care safe. As such this post is subject to safer recruitment measures and is exempt from the Rehabilitation of Offenders Act 1974 (as amended) and requires an Enhanced check to be made through the Disclosure and Barring Service (DBS).



ADVERTISEMENT

As a disability confident employer, we are committed to employing disabled people and people with health conditions making reasonable adjustments to support disabled applicants when required.

Applicants must have the ability to fulfil all spoken aspects of the role with confidence through the medium of English. Please state clearly which contract you are applying for. Applicants will also be expected to provide proof of qualifications.

If you would like to visit Springwell or discuss this post, please contact the Head Teacher (Zoe Westley), the Deputy Head Teacher (Sam Beacher) or Assistant Head Teachers (Louise Hillan & Caroline Derbyshire). They can be contacted via the school telephone number: 01429 280600.

References will be sought from current and previous employers. Testimonials and open references will not be accepted.

JOB DESCRIPTION

Purpose of the role

- To provide teaching and learning support to individuals or groups of pupils across the school
- To liaise with SALT and class teachers to ensure effective Speech, Language, Communication and Interaction (SLCI) support is in place for all children on your caseload. This will include facilitating a communication friendly school environment.
- To implement SLCI programmes with children with a wide range of speech, language and communication disorders.
- To provide information and explanations to staff, parents and other professionals.
- To provide communication training to relevant individuals as necessary.

Responsibilities

- The post holder will be expected to fulfil all the requirements of a Band 6 TA at Springwell school as well as:
 - To produce materials and resources, as directed by SALT and school teaching staff.
 - To use IT to support effective communication for individual children.
 - To deliver SLCI programmes with individual/small groups of pupils.
 - To undertake administrative duties, including assessing pupils.
 - To attend SLCI meetings and feedback relevant information.
 - To provide cover in class where necessary.
- It is an expectation of the role that jobholders may be asked to engage with any pupil, as directed by the school, and in line with the overall goals of Extol Trust.

Indicative Knowledge, Skills, Experience

- Working at National Occupational Standards (NOS) with an NVQ3 in Supporting Teaching and Learning, Early Years Education, or equivalent.
- To develop specialist knowledge relating to all aspects of effective communication for children with SEND
- Awareness of policy, procedures and legislation relating to child protection and health and safety

Professional Standards for Teaching and Learning Support Staff

- All Support Staff engaged in teaching and learning should adhere to, and uphold, the following standards;
- Personal and professional conduct
- Uphold the ethos, policies and practices of the school.
 - Through positive attitude, values and behaviours, develop and sustain effective relationships within the school community.
 - Have due regard for the need to safeguard pupil well-being by following relevant statutory guidance in addition to school policy and practice.
 - Recognise differences and respect cultural diversity.
 - Ongoing commitment to practice development through self-evaluation and awareness.
- Knowledge and understanding
- Be willing to acquire the appropriate skills/qualifications/experience required for the role.
 - Demonstrate expertise and skill in understanding the needs of all pupils and know how to adapt and deliver support to meet individual needs setting high expectations in doing so.
 - Increase personal effectiveness in the school through reflective practice and ongoing CPD ensuring that knowledge and understanding are current in doing so.
 - Support teachers and pupils in achieving positive outcomes through the maintenance of a level of subject and curriculum knowledge relevant to the role.
 - Understand the role and responsibilities within the team and whole school context in the knowledge that those responsibilities extend beyond a direct support role.
- Teaching and learning
- Demonstrate an informed and efficient approach to teaching and learning by adopting relevant strategies to support the work of the teacher and increase levels of pupil achievement.
 - Promote, support and facilitate inclusion by encouraging participation of all pupils in all learning and extra-curricular activities.
 - In line with school policy and procedure, consistently apply effective behaviour management strategies.
 - Contribute to effective assessment and planning by monitoring, recording and reporting pupil progress.
 - Communicate effectively and sensitively with pupils to adapt to their needs and support their learning.
 - Through organising and managing physical learning space and resources, support the maintenance of a stimulating and safe learning environment.
- Working with others
- Through effective liaison, communication and partnership working, recognise, value and respect the role and contribution of other professionals, parents and carers.
 - Keep other professionals accurately informed of progress or concerns they may have about pupils that they work with.
 - Through an appreciation of the role and responsibilities, work in partnership with classroom teachers and colleagues by ensuring that their knowledge is able to inform planning and decision making

JOB DESCRIPTION

- Communicate specialist understanding to other school staff and education professionals to facilitate consistent decision making on intervention and provision.
- **School Ethos**
 - Be aware of and support difference and ensure equal opportunities for all.
 - Contribute to the overall ethos/work/aims of the school.
 - Attending meetings and liaising and communicating with colleagues in school, parents/carers and internal/external agencies.
 - Share expertise and skills with others.
 - Participate in training and other learning activities and performance development as required.
 - Recognise own strengths and areas of expertise and use these to advise and support others.
 - Demonstrate and promote commitment to equal opportunities and to the elimination of behaviour and practices that could be discriminatory.
 - To be aware of requirements in respect of confidentiality, child protection procedures, health and safety, behaviour management, equal opportunities, special educational needs and other policies of the governing body.
 - As and when required as directed by teaching staff, to escort pupils' home with an appropriate colleague.
 - Carrying out tasks for the domestic care and general welfare of pupils in respect of toileting, at mealtimes and changing using specialist equipment where necessary.

PERSON SPECIFICATION

CATEGORY	ESSENTIAL	DESIRABLE	WHERE IDENTIFIED
APPLICATION	☆ High standard of presentation ☆ Well-structured supporting letter ☆ Fully supported in references	☆ Evidence of ability to use IT effectively	Application Form References Interview
QUALIFICATIONS	☆ BTEC NVQ Level 3 or equivalent ☆ GCSE English Language & mathematics grades A to C / 9 to 4 or equivalent	☆ Team Teach certificate (valid) ☆ Basic First Aid certificate (valid) ☆ Relevant S&L Qualification	Application Form
EXPERIENCE	☆ Experience of working with children with a range of SEND ☆ Experience of using IT to support learning ☆ Experience of handling confidential and sensitive information	☆ Experience of using appropriate approaches to assessment ☆ Experience of working with parents, carers and/or other agencies to support children	Application Form Interview
SKILLS	☆ Excellent communication skills with children with SEND and staff ☆ Ability to plan time effectively	☆ Ability to produce resources to meet individual needs of the learners	References Interview
SPECIAL KNOWLEDGE	☆ Knowledge of the Primary Curriculum – including Early Years ☆ Specialist knowledge of S & L Programmes	☆ Use of an interactive Whiteboard	References Interview
PERSONAL ATTRIBUTES	☆ The desire to contribute towards the ethos and vision of our school ☆ Reliable and good timekeeper ☆ Able to use own initiative ☆ Willingness to take part in appropriate training and development		References Interview



APPLYING

Requesting an application form

Application forms and further details are available to download from the school website or Trust websites

<https://www.springwellschool.co.uk/vacancies/>

<https://www.extoltrust.co.uk/staff-vacancies/>

or via Jobs North East

<https://www.northeastjobs.org.uk/> .

Personal information provided on application forms will be retained and used in accordance with the General Data Protection Regulations (GDPR) 2018 and other legislative provisions. Please review our Privacy Policy at <https://www.springwellschool.co.uk/gdpr/>

Completed application forms

Please email completed application forms to:

office@springwell school.co.uk or post to Springwell School, Wiltshire Way, Hartlepool, TS26 0TB by the closing date specified.

Closing date for applications: Monday 24th August, 2026 at 10am

Shortlisting: Monday 24th August, 2026

Interviews will be held on: Wednesday 2nd September, 2026