



Candidate Information Pack

SALT Specialist Teaching Assistant Level 3

Closing Date for Applications: Monday 7th July







Acre View
Primary School

Contents

WELCOME FROM OUR HEADTEACHER

ABOUT OUR SCHOOL

THE ROLE

Role Overview & Application Process

Person Specification

Job Description





Welcome From Our Head Teacher

Dear Candidate,

I am delighted that you are interested in joining our organisation. This information pack provides a flavour of the role and our school.

It gives me great pleasure to introduce you to Acre View Primary School. Acre View Primary School is a new institution located in the beautiful village of Lydiate in Sefton. We cater to primary-aged children with a range of complex Special Educational Needs and Disabilities. Our support extends to pupils with social and communication difficulties, Autistic Spectrum Condition, ADHD, PDA, SEMH, and related learning, emotional, sensory, and motor needs, across a range of cognitive abilities.

As a team, we are driven to inspire and motivate pupils, ensuring they are equipped with the knowledge, skills, and experiences necessary to achieve their goals and reach their full potential. We understand that each child and young person is unique and has individual needs. Therefore, we tailor our teaching, learning, and therapeutic interventions to make activities accessible, allowing pupils to flourish and thrive.

We offer the highest training opportunities within a team of exceptionally skilled staff members who prioritise children above all else. Our pupil-centred approach can be intensive yet rewarding. We are a cohesive team with mutually supportive members who listen to and learn from each other.

If you would wish to discuss this role further please contact the school on 01513173370 or SchoolOffice@acre-view.co.uk. Further details on how to apply can be found on page 6.

With warm regards,

Liz Wynne
Head Teacher of Acre View Primary School



Acre View
Primary School

About Our New School

Our dedicated staff will be committed to supporting children towards making outstanding social, emotional and academic progress.

At Acre View Primary School, the well-being of children will be at the heart of what we do, our aim is to support children becoming happy, confident and safe.

This means we will focus on ensuring pupils are healthy, aspiring, nurtured, responsible, respected and included.

We will work hard to foster positive relationships and to promote a calm and caring environment, in order for our children to achieve their potential, to be healthy and to live fulfilling lives.

Our high aspirations for our children will be soundly reflected within the caring, organised and effective ethos which will be led from the top. This will include a dynamic vision for the set up and development of the new school.

- ✓ Learning to be **understanding** and **responsible**;
- ✓ **Including all**;
- ✓ **Being friendly, fair** and **respectful**;
- ✓ **Being engaged** and **resilient** learners.



Role Overview & Application Process



We are seeking to appoint a talented SALT specialist TA Level 3

Closing date for applicants: Monday 7th July

Interview Date: Wednesday 9th July

Start Date: Salary: £22,291 - £26,568 (pt 15 – 18)

Contract Type: 44.6 weeks (Term Time only), 35 hours per week, Permeant

Role Overview:

The **SALT Specialist Level 3 Teaching Assistant** supports the communication and language development of pupils with autism and complex communication needs. Working under the guidance of a qualified Speech and Language Therapist (SALT), the postholder delivers targeted interventions, supports classroom communication strategies, and helps pupils access learning through tailored support. This role is essential in promoting functional communication, social interaction, and language development in a structured and inclusive learning environment.

Application Process:

An application form can be complete online via <https://form.jotform.com/230594201621345> and further information can be downloaded from the charity website or by contacting schooloffice@acre-view.co.uk. **The School does not accept CVs.**

The School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be subject to rigorous recruitment & online checks. Acre View Primary School is an exempt employer as defined in the Rehabilitation of Offenders Act 1974 (Exceptions Order 1975) and as such, we have a lawful basis for requesting an enhanced DBS disclosure certificate for all employees.

We reserve the right to close this vacancy early if we receive sufficient applications for the role.

Therefore, if you are interested, please submit your application as early as possible

EMPLOYEE BENEFITS



Looking after you and your health

- All employees are enrolled (free of charge) into our **Healthcare Scheme** – provided by Benenden Healthcare. From day 1 of your employment, and through your Benenden membership, you can:
 - ✓ Get access to and **talk to a GP 24/7** and a **24/7 mental health helpline**
 - ✓ Get **care planning and social care advice**
- ... And after 6 months of employment and membership of Benenden, you can:
 - ✓ Get access to **medical diagnostics** (when the wait on the NHS is over 3 weeks)
 - ✓ Get support with **medical treatment and surgery** (when the wait on the NHS is over 3 weeks)
 - ✓ Get access to **physiotherapy and mental health counselling support**

Looking after you and your family in the difficult times

- All employees are enrolled (free of charge) into our **Group Life Assurance Scheme** – provided by Unum. After 6 months of employment, and through Unum, if you were to die unexpectedly your nominated beneficiary would receive up to **4 x your annual salary**.

Saving for the future

- All non-teaching staff are eligible (and will be automatically enrolled) to join the School's **Private Pension Scheme**, after 3 months of employment.
- The School will match your contributions (like for like) to your private pension up to **7%** of your annual salary.

Building your capability

- From day 1 of your employment you will be supported with your
 - **Continuous Professional Development**, with a focus on supporting you
 - to build your personal levels of capability; helping you to become the
 - **best version of you that you can be.**

Person Specification



Acre View
Primary School

Acre View Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

| | Essential These are qualities without which the applicant could not be appointed | Desirable These are extra qualities which can be used to choose between applicants who meet all of the essential criteria | Method of Assessment |
|-----------------------------|---|---|--|
| Qualifications | <ul style="list-style-type: none"> • Level 3 Teaching Assistant qualification or equivalent (e.g., CACHE, NVQ, BTEC). • Evidence of training or CPD in speech and language support, autism, or communication strategies (e.g., PECS, Makaton, ELKLAN) | <ul style="list-style-type: none"> • Additional SEND certifications • First Aid Certification • Experience working with children with autism and/or sensory processing needs. • Experience supporting pupils with EHCPs and differentiated learning needs | <ul style="list-style-type: none"> • Application Form • Interview • Professional References |
| Experience | <ul style="list-style-type: none"> • Experience working with children with autism and/or communication difficulties. • Experience delivering or supporting speech and language interventions in an educational setting. • Experience using AAC tools and visual communication systems. | <ul style="list-style-type: none"> ▪ Experience or training in supporting children with SEND. ▪ Experience in a Primary School Setting: | <ul style="list-style-type: none"> • Application Form • Interview • Professional References |
| Skills and Knowledge | <ul style="list-style-type: none"> • Strong understanding of speech, language, and communication needs (SLCN) in children with autism. • Knowledge of AAC systems and communication strategies (e.g., PECS, Makaton, visual timetables). • Ability to implement therapy plans and adapt strategies to individual needs. • Excellent communication and interpersonal skills. | | <ul style="list-style-type: none"> • Application Form • Interview • Professional References |

Person Specification (Cont.)



Acre View
Primary School

Acre View Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

| | Essential These are qualities without which the applicant could not be appointed | Desirable These are extra qualities which can be used to choose between applicants who meet all of the essential criteria | Method of Assessment |
|-------------------------------------|---|---|--|
| Skills and Knowledge (cont.) | <ul style="list-style-type: none"> • Patience, empathy, and the ability to build positive relationships with pupils. • Strong organisational and record-keeping skills. • Commitment to safeguarding and promoting the welfare of children. | | <ul style="list-style-type: none"> • Application Form • Interview • Professional References |
| Personal Attributes: | <ul style="list-style-type: none"> • Demonstrates empathy and patience when working with children with diverse needs. • Flexible and adaptable to changing situations and needs within the classroom. • Works collaboratively with teachers, support staff, and external professionals. • :Willingness to engage in ongoing professional development and training. | | <ul style="list-style-type: none"> • Application Form • Interview • Professional References |
| Responsibilities: | <ul style="list-style-type: none"> • Participate in regular supervision and training with the SALT team. • Attend CPD sessions related to autism, communication strategies, and language development. • Stay informed about current best practices in speech and language support within SEND settings. • Engage in reflective practice and performance reviews to support professional growth. | | <ul style="list-style-type: none"> • Application Form • Interview • Professional References |

Person Specification (Cont.)



Acre View
Primary School

Acre View Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

| | Essential These are qualities without which the applicant could not be appointed | Desirable These are extra qualities which can be used to choose between applicants who meet all of the essential criteria | Method of Assessment |
|---------------------------------|---|---|-----------------------------|
| Responsibilities (Cont.) | <ul style="list-style-type: none">• Support the induction and mentoring of new staff or volunteers where appropriate• Maintain a professional development portfolio to evidence training and impact. | | |

Job Description

SALT SPECILAIST TA LEVEL 3

Acre View Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

| | |
|---|--|
| Summary of The Role: | <p>The SALT Specialist Level 3 Teaching Assistant plays a vital role in supporting pupils with autism and complex sensory needs within a specialist SEND primary school. Working closely with occupational therapists, teachers, and the SENCO, the postholder helps implement tailored OT strategies that promote pupils' independence, engagement, and access to learning. This includes delivering targeted interventions, adapting the learning environment, and supporting pupils with sensory regulation, motor skills, and daily routines. The role requires a compassionate, proactive, and skilled individual with a strong understanding of autism and occupational therapy principles in an educational context.</p> |
| Line Management Responsibility To: | <p>SENCO</p> |
| Main Duties and Responsibilities: | <p>Implement speech and language therapy programmes as directed by the SALT and monitor pupil progress. Work closely with class teachers and SENCO to adapt classroom materials and strategies to support pupils with speech, language, and communication needs (SLCN). Deliver targeted interventions to individuals and small groups, using evidence-based approaches. Support pupils in developing social communication skills, including turn-taking, listening, and expressive language. Maintain accurate records of interventions, observations, and pupil progress. Liaise with parents/carers to provide updates on pupil development and offer strategies for home support. Assist in the development of Individual Education Plans (IEPs) and contribute to review meetings. Promote inclusive practices and help create a communication-friendly environment across the school. Use augmentative and alternative communication (AAC) tools where appropriate. Support the emotional and social development of pupils with SLCN.</p> |

Job Description

Acre View Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Professional Development:

Engage in regular supervision and reflective practice with the SENCO or OT lead.
 Participate in school-based and external training related to autism, sensory integration, and occupational therapy.
 Stay informed about current research and best practices in SEND and OT support.
 Take part in performance reviews and contribute to the development of personal and professional goals.
 Support the induction and mentoring of new staff or volunteers where appropriate.
 Maintain a professional portfolio to evidence training, skills, and impact on pupil outcome



