

SEND Assistant

Based at BBIH - IG4 5LP

36 hours per week, 44.8 weeks per year

LBR Scale 5, Scale Point 12-15, £ 32,535.00 - £ 33,987.00 FTE per annum dependent on experience
(£27,954.89 - £29,202.49 pro rata)

Required: February 2026

Beacon Academy Trust is currently seeking to appoint a dynamic and inspirational SEND Assistant who is ambitious and has a real passion for supporting all students.

The Trust is committed to safeguarding and promoting the welfare of young people and expects all members of staff to share this commitment.

Enhanced DBS (with list checks) is required for this post.

The below documents must be read prior to applying for this role and will be factored into interviews:

[Keeping Children Safe in Education](#)

[BMAT – Safeguarding and Child Protection Policy](#)

Further information and an application form can be found at <https://nelta.co.uk/vacancies/>

Please forward your electronic applications to recruitment@beaconacademytrust.co.uk

Please note we reserve the right to close or extend this position depending on application numbers, therefore we would urge candidates to submit an application as soon as possible.



Beacon Multi Academy Trust Benefits

SCAN THE QR CODE
TO VIEW **CURRENT**
VACANCIES



Benenden Private Healthcare

Responsive medical care which can be extended to include family and friends - taxable benefit

Busy Beacons Nursery

Access to a BMAT term time only on-site nursery for all BMAT staff

Pay and Conditions:

16% PPA minimum for teaching staff

Retained School Teachers Pay and Conditions 2012 including automatic main scale progression for teaching staff

Access to Teachers' Pension Scheme (TPS) or to Local Government Pension Scheme (LGPS)*

CPD:

BMAT CPD Hub - Investment in training and professional development

A range of career opportunities across the Trust

*Where applicable

Staff Wellbeing:

Free access to a fully fitted on-site fitness suite on both campuses and staff shower facilities

Interest-free beneficial loans to spread the cost of computer equipment, bikes, transport season tickets and visa applications

Free hot drinks

Free on-site parking and electric vehicle charging points on campus

Winter wellbeing additional day holiday for all staff

Employee Assistance Programme. 365 days/24 hour helpline and additional support with legal, financial advice and counselling

Two weeks' full pay paternity leave*

Generous leave for full-time support staff

Team building and sports events to build cohesion and BMAT community

Microsoft Office 365 individual access from personal devices



Overall Responsibilities

To support an inclusive culture of high expectations working with our most vulnerable students in the school, ensuring that they all achieve their full potential and make at least expected progress.

General Duties and Responsibilities

- Work with the the Leadership Team to contribute to and support an effective Pastoral Strategy which continually enhances the quality of Pastoral care and supports the progress of all students especially those who are most at risk of underachievement.
- Develop and maintain effective communication with parents and outside agencies to support students in our most vulnerable groups.
- Incorporate your current excellent practice into the role to enhance your effectiveness and impact

Responsibilities include but are not limited to the following:

- Assist the Leadership Team and teachers to ensure students are in school, making progress and achieving
- Monitor the social and academic progress of vulnerable students
- Facilitate, assess, report progress as required
- Contribute to assemblies when requested
- Assist with whole school rewards and sanctions
- Assist with the attendance strategy supporting student punctuality, attendance and engagement in school
- Undertake specific responsibilities as designated by the Leadership Team

The above mentioned duties are neither exclusive nor exhaustive, duties and responsibilities of the post may change as requirements and circumstances change.

The post holder may be required to carry out such other duties as requested by management that are broadly within the level of the post.



Person Specification		Essential (E) Desirable (D)	App Fm	Intv w	Ref
Qualifications					
1. Degree	D	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
2. Evidence of Professional Development and training	E	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
3. Further professional qualifications	D	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
4. GCSE English and Math	E	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Knowledge / Skills / Experience					
5. Inclusion experience	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
6. Experience of assessment and the monitoring of student progress	E	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
7. Good results profile (evidence of added value)	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
8. Successful teaching/mentoring/instructing outcomes	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
9. Track record of achieving outstanding progress with groups or cohorts	D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
10. Flexible and approachable	E	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
11. Communicate effectively to a wide variety of audiences	E	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
12. Demonstrable people management skills	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
13. Maintain a caring and supportive class environment	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
14. Use data effectively	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
15. Ability to monitor the performance of a group of students, using data	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
16. Experience of raising students' and staff aspirations	D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
17. Experience of improving a school's results to achieve outstanding levels of student performance	D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
Attributes					
18. Able to adapt and embrace change	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
19. Ability to find innovative solutions to problems/issues	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
20. Ability to work cooperatively as a positive team member and leader	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	
21. Experience of having developed and led a successful team	D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
22. Experience of having challenged underperformance	D	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
23. A positive, "can-do" approach with colleagues and students	E	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	
<p>BMAT is committed to safeguarding and promoting the welfare of young people and expects all members of staff to share this commitment.</p> <p>Enhanced DBS Disclosure is required for this post.</p>					

