

# Assistant SENDCO (Non-teaching)

Alcester Grammar School

**35 hours per week: Monday to Friday 8:30 am to 4 pm**

**190 days per academic year:** Term Time plus some INSET days

AGS Pay Scale E.15 - E.17 Actual Pro-rata Salary: **£23,802** - £24,593 p.a.  
(Calc. based on Full time £30,024 p.a. x 35/37 x 43.7/52.143)

**Start September 2026** - or earlier if available



# Welcome from the Principal

Thank you for showing an interest in working at Alcester Grammar School. AGS is truly a special, unique and outstanding institution that offers a **rich, ambitious curriculum** and a **broad all-round education**, supported by **outstanding pastoral care**. We are looking to appoint an Assistant SENDCO who can support students across the school and contribute fully to the [school's wider aims and vision](#). I very much hope that this booklet, in conjunction with our [website](#), will help you to understand both the specific advertised role and the school more widely.

At AGS we know and understand that our staff are key to our success. As Principal, I promise every member of staff appointed to AGS every support I can offer. If you would like to talk through the post prior to application, then please don't hesitate to contact me at [r.thorpe@alcesterags.com](mailto:r.thorpe@alcesterags.com). Tours of the school can also be arranged - we would be delighted to show you around.

Thank you again for your interest in the post – please don't hesitate to get in touch



Rachel Thorpe - Principal



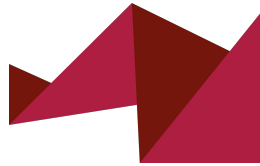
'Alcester Grammar School is a thriving and happy place' (Ofsted 2022)



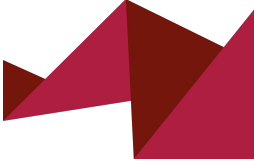
# Why work at AGS?

Why do AGS staff generally stay so long and describe the school as the best that they have ever worked in?

- At AGS teachers have the **freedom to teach**. Students have a thirst for learning, they are highly motivated and engaged. Teaching at AGS is **fun and rewarding**.
- A culture of **professional autonomy** and a supportive staff - you join a real '**AGS Family**'.
- We recognise that our staff (like our students) have other commitments away from school and are entitled to a **healthy work-life balance** and we support our staff with family or other commitments wherever possible.
- **High quality bespoke CPD** is provided for all staff - we are committed to supporting professional development.
- We are located in a highly convenient location in South Warwickshire, just over half an hour's drive from Birmingham and easily commutable from Worcester, Stratford, Coventry, Warwick or Cheltenham. It is a **beautiful part of the country** with superb amenities and eminently affordable housing. Anybody joining us is likely to see not just a significant increase in the quality of their professional life, but a commensurate increase in the quality of life outside of school.
- **Free onsite parking, onsite gym and multi-faith prayer room**



'The new Principal and Senior Team provide exceptional leadership'  
(Ofsted 2022)



# Learning at AGS

AGS is a unique and special place to learn. We take a holistic view of learning, emphasising the rewards of deep understanding of the subject, instilling a love of learning and its challenges. Our curriculum is knowledge rich, however we are equally committed to the development of specific learning skills, as shown in our definition of an 'Engaged AGS Learner'.

Our vision is to give each of our students the best possible future, and our curriculum is at the heart of this ambition. More information on our KS3 and KS4 curriculum can be found [here](#), whilst details of our 6th Form curriculum can be found [here](#).

At AGS we ask staff as well as students to be 'life-long learners', hence our commitment to bespoke CPD for all staff.

*Engaged AGS Learner*

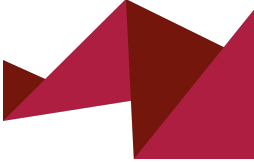
- Takes responsibility for learning  
Aims high
- Collaborates and shows curiosity  
Creative and resourceful
- Links ideas  
Breaks down problems
- Takes risks  
Perseveres and practises
- Reflects  
Listens and welcomes feedback

*Every learner can succeed...*



**'Pupils love learning. They benefit from an exceptional curriculum'**  
(Ofsted 2022)





# Pastoral at AGS

Pastoral care at AGS is second to none. Students are well supported by both the 7-11 and 6th Form Hubs - and all teaching staff play a vital role as a Form Tutor.

A key part of what makes AGS special is our commitment to developing 'DHBs' - Decent Human Beings. As a school we have recently worked to define this, as shown opposite. These traits are the focus of a strong assembly programme, that also aims to link seamlessly with our PSHE, Life Programme in the 6th Form and excellent Careers provision.

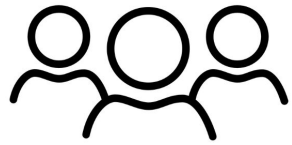
At AGS we are a fully inclusive school - Ofsted recently noted that pupils 'treat everyone with courtesy and respect those with different lifestyles and backgrounds. Pupils have a strong understanding of equality, diversity and inclusion. They accept that individuals can be themselves'.

Student voice is important at AGS; the Student Senate meet half termly to feed back to SLT.



## Decent Human Being

- Kind
- Polite
- Inclusive
- Empathetic
- Respectful
- Responsible
- Honest
- Community-minded

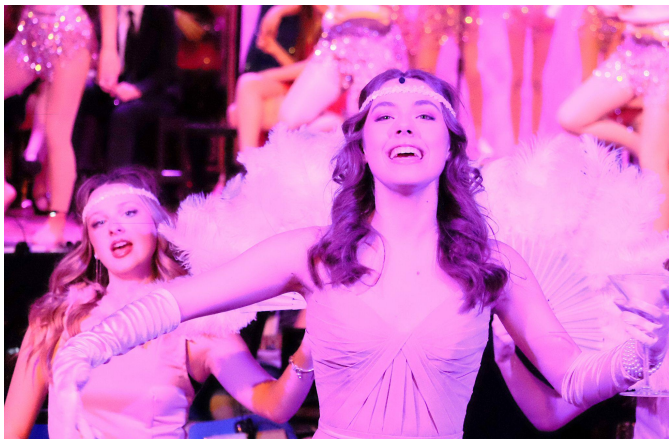


*Making a positive impact...*

**'Pupils' behaviour is exemplary' (Ofsted 2022)**



# Opportunities at AGS



AGS offers a wide variety of extra and super-curricular opportunities beyond the classroom. We believe that all our students should have the opportunity to develop new skills and find different interests and hobbies. Taking part in clubs is also a wonderful way to make new friends and have fun with others who share similar interests.

Students are able to take part in a wide range of sports, music and drama opportunities as well as variety of co-curricular and fun clubs and societies. These are led by staff in their specific field of expertise and/or interest area and a number of clubs are also initiated and run by our students themselves.



As a staff member joining AGS, it is an expectation that you will play a full role in all areas of school life - not just in the classroom. In return you can expect opportunities to travel the world on our significant number of international trips, to work with students in new and creative ways and to share your own passions (often outside your subject area) with our curious and committed students.

**'Pupils welcome opportunities to extend their experiences wherever possible' (Ofsted 2022)**

# The SEND Department



We are looking to appoint an Assistant SENDCO to join our dedicated and enthusiastic team. Responsibilities include leading The Bridge, working in partnership with students, parents and external agencies to implement timely and effective support for students and tracking student progress. The role of the Assistant SENDCO is crucial, in collaboration with the SENDCO, to leading and implementing the provision of SEND across the school

The successful candidate will be both committed and show initiative, with excellent communication skills. Previous experience of supporting students with SEND in a school setting would be essential.

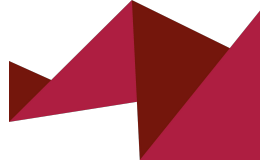
This is a rare opportunity to join a unique and happy school. As Assistant SENDCO you will have the opportunity to shape high quality provision for our SEND students.

## The SEND Team

We are a small team, currently consisting of the SENDCo, Learning Support Coordinator and Learning Support Assistants.

We work in a unique way within the school setting and are looking for candidates who are passionate about supporting young people to achieve their full potential.

# Person Specification



It is expected that the successful applicant will be able to fulfil the following criteria:

## Qualifications:

- GCSE English and Maths at grades A-C (or equivalent)

## Experience:

- Experience of people management
- Experience of working with students in a secondary or further education setting
- Experience of working closely with SEND students
- Experience of leading a team

## Relationships:

- A commitment to students as individuals
- The ability to lead and inspire
- The ability to create a stimulating and challenging learning environment for students
- A recognition of the importance of partnership with parents and external agencies
- A supportive and cooperative approach to colleagues

## Personal Characteristics:

- A commitment to the AGS ethos
- A willingness to continue learning and developing as a professional
- A reflective approach to their own practice and to the overall performance of the department
- Hard working and adaptable
- Happy to work independently or in collaboration
- Able to carry initiatives through to their conclusion
- Friendly and approachable
- Well organised and able to meet deadlines
- A commitment to safeguarding children's well being
- A commitment to playing a part in the wider life of the school

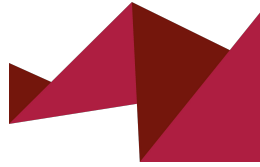
This post is subject to an enhanced DBS disclosure

'They (pupils) love coming to School' (Ofsted 2022)





# How to apply...



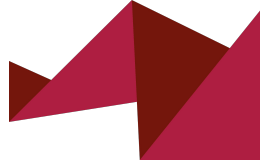
- Please click [here](#) to apply via the link on the AGS website
- Applications close at **8am** on **Monday May 11th 2026** although we reserve the right to interview early.
- Thank you for your interest in the role. If you would like to talk through the role prior to application, then please do not hesitate to contact Caroline Brown our SENDCO at [c.brown@alcestergs.com](mailto:c.brown@alcestergs.com)



'Alcester Grammar School is a thriving and happy place' (Ofsted 2022)



# Safeguarding and Equal Opportunities



## Safeguarding

Alcester Grammar School is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced DBS checks.



## Equal Opportunities

Alcester Grammar School is committed to developing a culture of inclusion in our school for the benefit of all staff, pupils and governors. We believe that all staff should thrive irrespective of race, religious beliefs, disability, gender, gender identity, and sexual orientation. We recognise and respect values and difference and we work to remove any barriers which inhibit the development of people, including recruitment and retention.

'Pupils feel safe here' (Ofsted 2022)



Should you have any questions or queries regarding this position, please do not hesitate to contact:

Mrs Karen Andrews- HR Manager

[k.andrews@alcestergs.com](mailto:k.andrews@alcestergs.com)

01789 762494

**ags** Alcester  
Grammar  
School