
JOB DESCRIPTION

SEND INTERVENTION SPECIALIST

**(WITH RESPONSIBILITY FOR ACCESS
ARRANGEMENTS)**



**KING EDWARD VI
ASTON SCHOOL**

Educational excellence for our City



1. The Purpose of the Position

To take a lead role in designing, delivering and evaluating specialist SEND interventions across the school. The postholder will utilise specialist assessment skills to identify barriers to learning, support the planning of effective provision, develop staff expertise, and improve outcomes for students with SEND. The role also includes assessing and advising on Exam Access Arrangements in line with JCQ regulations.

2. Payment scale and hours

- 18 hours per week
- TTO £17,266 (NJC 29)
- LGPS

3. Line managed by:

The SENDCo

4. Key Responsibilities

Specialist SEND Teaching and Support

- Provide specialist assessment, intervention and advisory support for students with SEND under the direction of the SENDCo.
- Identify barriers to learning and contribute to the assessment, planning, implementation and review of support for students with SEND.
- Design, deliver and evaluate evidence-informed interventions to support students' learning, independence and wellbeing.
- Review the effectiveness of interventions and adapt approaches in response to student need.
- Offer practical advice and strategies to teaching staff to promote inclusive classroom practice and improve outcomes for students with SEND.

Staff Development and Parental Engagement

- Contribute to the development and delivery of training for teaching and support staff on inclusive practice, adaptive teaching and effective SEND strategies.
- Model high-quality intervention and classroom support approaches.
- Contribute to discussions with parents, carers and external agencies as required.

Access Arrangements and Assessment Responsibilities

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- Undertake specialist assessments for Exam Access Arrangements across Years 7–13 in accordance with JCQ regulations and professional standards.
 - Produce accurate assessment reports and maintain compliant records to support applications for access arrangements and regulatory requirements.
 - Liaise with students, staff, parents and external professionals to gather evidence, establish normal ways of working, advise on eligibility and support the effective implementation of approved arrangements.
 - Keep up to date with relevant JCQ guidance and contribute to quality assurance processes, inspections and audits as required.

5. Specification

This is a specialist role with specific qualification requirements. Please read the essential criteria carefully before applying.

Essential

- Experience supporting students with SEND in an educational setting.
- Strong understanding of the SEND Code of Practice and inclusive practice.
- Ability to interpret assessment information and translate this into practical strategies and interventions.
- Experience delivering interventions and evaluating impact.
- Excellent organisational skills and the ability to maintain accurate records and manage competing priorities.
- Excellent communication and collaborative working skills.
- Commitment to safeguarding and promoting the welfare of children and young people.
- Experience of conducting Exam Access Arrangements assessments and applying JCQ regulations in practice.

Essential Qualifications

- A recognised Level 7 Access Arrangements Assessor qualification or equivalent accredited qualification.

Desirable

- Experience working in a secondary school setting.
- Experience supporting students with literacy difficulties, dyslexia and other cognition and learning needs.
- Experience delivering staff training.

6. Generic Responsibilities

Safeguarding and Inclusion

- Promote and safeguard the welfare of children and young people within the school environment.
- Understand and adhere to roles and responsibilities under the school's Safeguarding Policy.
- Be aware of and address cultural differences among students, including incidents of racism, homophobic bullying, gender stereotyping, and inappropriate language, following agreed school procedures.
- Support equality and inclusion to ensure everyone has equal access to school services and feels valued, respecting social, cultural, linguistic, religious, and ethnic backgrounds.

Health, Safety, and Wellbeing

- Carry out duties with due regard to personal health and safety, as well as that of others.
- Know the procedures to follow in the event of a fire alarm.
- Report potential or actual health and safety issues to the school's designated health and safety officer.

Professional Development and Conduct

- Participate in the school's performance review system.
- Engage in appropriate professional development related to roles and responsibilities.
- Follow all agreed school policies and procedures.
- Maintain high standards of personal integrity and professionalism, setting an example for others.

Teamwork and Collaboration

- Work collaboratively as part of a team, appreciating and supporting the roles of colleagues.

This job description is not exhaustive and may be subject to change to meet the needs of the school. It may be reviewed and updated in order to ensure that it relates to the job performed or to incorporate any proposed changes. This procedure will be conducted by the Head Teacher in consultation with the post holder.