



Contact Us

A full application pack is available from Hagley Catholic High School, by visiting the Emmaus website:
<https://www.emmausmac.com/Page/Detail/vacancies>

Phone - 01562 883193

Online - www.hagleyrc.worcs.sch.uk

We warmly welcome visits to the school. For specific questions about the role and/or to request a visit, please contact Ms N Hackett (AP & SENDCO): nhackett@emmausmac.com

Closing Date: Sunday 8th June 2025

Interviews: w/c 16th June 2025

EMMAUS
CATHOLIC MAC
Our journey with Christ



THE ARCHDIOCESE of BIRMINGHAM

We are recruiting for an Assistant SENDCO

Required 1st September 2025

Salary Range: Emmaus Grade 7 SCP: 18 - 23

Hours: 35 hours per week

Gross £29,269 - £32,111 (Actual salary £25,821 - 28,222)

Term time only plus 1 week, which is 5 training days

Hagley Catholic High School are delighted to offer an opportunity to take on a leadership role as Assistant SENDCO within our Inclusion Team and working alongside our SENDCO lead and manage SEND provision.

This is an exciting opportunity as it is a relatively new post in the school. We are seeking to appoint an energetic, driven and passionate practitioner who has inclusive education at their heart. The successful candidate will lead and coordinate the provision of our Learning HUB focusing specifically on:

- Managing Pupil Passports and Learning Plans (EHCP) for each student
- Triage SEN referrals from our electronic ADPR referral system
- Delivering SLCN screening and subsequent interventions
- Interventions: planning and delivering individual and group work
- Emotional Literacy Support as a trained ELSA (training will be provided, if necessary)
- Literacy intervention
- Day to day direction of Learning Support Team

The appointed candidate would be expected to be qualified at Level 4 but if not will be placed on Level 5 Specialist Teaching Assistant Training.

The main purpose of this role is to support all aspects of teaching and learning for the students at the Hagley Catholic High School but most specifically those with a special educational need.

If you feel you could be the right candidate for this role then please get in touch or arrange a visit.

Emmaus Catholic MAC is committed to safeguarding and promoting the welfare of children and young people. This position is subject to an Enhanced Disclosure check under the Rehabilitation of Offenders Act 1974.

All applicants must be able to provide documentation to prove their right to work in the UK.

Effective from September 2022, KCSIE states as part of the shortlisting process school and colleges should consider carrying out online searches, as part of the due diligence on shortlisted candidates. This is to determine suitability to work with children and keep them safe. All shortlisted candidates are now subject to an online check and if there is anything concerning, then the shortlisted candidate will be asked to comment on it at interview.



**HAGLEY CATHOLIC
HIGH SCHOOL**
SEMPER FIDELIS