Grade 7 Special School Assistant (Medical) – Full Time, Permanent

School Name	Springwell School
Job Title	Special School Assistant
Salary	Grade 7, SCP 19 - 25
Hours	Full time 30 hours per week Monday & Friday 8:45 am – 3:15 pm Tues – Thurs 8:55 am – 3:15 pm Actual Min £23,135 – Max £27,000 (dependent upon length of service/experience) Term Time only, Permanent
Start Date	22nd February 2027
Closing Date	9am, Tuesday 5th January 2027
Shortlisting date	Wednesday 6th January 2027
Interview Dates	Wednesday 13th January 2027

Springwell School is located on the edge of the city of Southampton and is a designated day special school for children aged from 4 - 11 years.

We are a warm, ambitious, and inclusive Special Educational Needs (SEN) school committed to providing high-quality education and care for children with a range of complex learning and behavioural needs. Our pupils thrive in an environment where every achievement is celebrated, individuality is valued, and nurturing relationships come first.

The school encourages a supportive and positive learning ethos that enables both staff and pupils to work and learn together to develop their full potential, providing the highest possible standards of education and support to children, families, and staff.

THE ROLE

We are seeking to appoint a compassionate and skilled Grade 7 Medical Special School Assistant to join our dedicated team. The postholder will take a lead role in delivering specialist care for a pupil with complex medical needs, ensuring support is provided in line with the pupil's individual healthcare plan.

If you're motivated, compassionate and ready to be a consistent and encouraging presence in a young person's life, we'd love to hear from you.

WHAT WE CAN OFFER YOU

- Competitive salary with regular salary progression
- Opportunities for CPD
- Free on-site parking
- Pension Scheme
- Support and training
- Monday – Friday working pattern
- Excellent development opportunities to grow within a positive and supportive team
- Employee Assistance Programme
- Mental Health and Wellbeing Support

YOUR CONTRIBUTION

- administration of insulin
- daily administration and recording of snack/lunch with specified timelines
- maintaining accurate records and communication with parent
- maintaining accurate records of carbohydrate/sugar level and medication administered
- directed by the teacher, to work individually or with groups of children, to support subjects and learning across the curriculum
- to contribute, monitor and record pupil's progress

- assist the class teacher with planning, development and delivery of suitable programmes of work for pupils
- help to design, create and produce learning activities, materials and resources to support aspects of the curriculum
- encourage and support good behaviour acting as a positive role model
- provide welfare support to the children which could include administering first aid; attending to personal hygiene needs; assist children with mobility
- as directed, liaise with outside agencies, parents and carers where appropriate

Please refer to the Job Description for the full responsibilities and knowledge required for this role.

WHAT WILL YOU NEED?

- GCSE Grade C or above in Maths and English (4 – 9 or equivalent)
- Previous experience of working with children with complex needs (within a school setting is desirable)
- Experience of working with children with medical needs is desirable
- Proven teaching strategies such as using symbols
- Excellent communication skills
- Ability to liaise with staff at all levels
- Have enthusiasm, reliability and resilience
- Strong sense of team work
- Understand the importance of confidentiality and safeguarding

WORKING PATTERN – 30 HOURS

Monday & Friday: 8.45 am – 3:15 pm
Tuesday – Thursday: 8:55 am – 3:15 pm

HOW TO APPLY

To apply, please complete the application form on www.springwellschool.net and return to Rachel Ambrey, HR Lead, by email to recruitment@springwellschool.net. Alternatively, please post your completed application to HR at Springwell School, Hinkler Road, Thornhill, Southampton, SO19 6DH. We do not accept CV's.

INTERVIEW PROCESS

If successfully shortlisted, you will complete an observation in class prior to a 2-panel, face to face interview.

Safeguarding

Springwell School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Offers of employment will be subject to the full Safer Recruitment process including an enhanced disclosure and barring service check and a full online check of social media platforms as per the updated guidance in KCSIE 2022.

If you do not hear from us regarding your application, unfortunately this means that you have been unsuccessful on this occasion. We thank you for your interest and wish you every success in your future applications.

Please note that we reserve the right to close a vacancy earlier than the advertised date if we receive applications that meet the criteria. We may also interview candidates at a mutually convenient time before the closing date, so please submit your application as soon as possible to avoid disappointment.