

Barnet Education and Learning Service



Speech and Language Therapy Assistant

Barnet Education & Learning Service (BELS)

Closing date: 21st October 2026

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Welcome to Barnet Education & Learning Service (BELS)

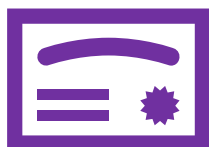
About Us

<https://www.bels.org.uk/>

Barnet Education & Learning Service (BELS) is a local authority owned company responsible for providing Barnet Council's Education & Skills service to Barnet schools and settings.

The BELS Board of Directors has representatives from Barnet Primary Headteachers' Forum, Barnet Secondary Headteachers' Forum and Barent Parent-Carer Forum as well as Senior Leaders from the Council enabling a truly collaborative approach to decision-making and delivery which brings the best outcomes for Barnet's schools, educational settings, colleges, students, and young people. The Board of Directors also includes a BELS Staff Director in addition to our Chief Executive.

Along with statutory services, BELS provides a range of traded services to schools and settings, equipping them with the latest tools, training, and programmes to improve school standards and outcomes.



95% of Barnet schools are good or outstanding and Barnet is now in the top 10% for almost all measures of achievement in schools and the top 5% for many of the measures.

We are proud to play a part in creating resilient communities where pupils are high achieving and engaged by providing schools and settings with everything they need to help pupils reach their goals and achieve outstanding outcomes. We have highly experienced teams who stay abreast of new developments and best practices to empower teachers and governors in a changing world.

Our Values and Behaviours



**Barnet Education & Learning Service
Early Language Support for Every
Child**

Dear Applicant,

Post: Speech and Language Therapy Assistant

Thank you for the interest you have shown in the above opportunity.

This Information Job Pack gives a full explanation of the role and working for Barnet Education and Learning Service (BELS). We are excited to learn what you can bring to BELS and Barnet's schools and settings. If you are passionate about delivering a high level of service, working in a dynamic and supportive team and making a difference then I encourage you to apply for the post.

To apply for this post, please visit: [Search Jobs - BELS External Career Site Careers](#)

If you need assistance, please email the BELS HR Team at: hr.barnetbels@barnet.gov.uk quoting job title.

**The closing date for applications – 21/10/2026 at midnight
Interviews will be held week commencing 2nd November 2026.**

If you would like to discuss this position on an informal basis, please contact me at: Georgia.roskin@barnet.gov.uk or my direct phone number is 0208 359 3129.

I look forward to receiving an application from you.

Yours faithfully

Georgia Roskin
ELSEC Clinical Coordinator
Barnet Education and Learning Service
2 Bristol Avenue, Colindale, NW9 4EW
Email: Georgia.roskin@barnet.gov.uk
Tel: 0208 359 3129

Advert

Speech and Language Therapy Assistant
Permanent contract
36 hours per week (FTE)
£34,602-£36,153 per annum fully inclusive
Expected Start date: 2nd January 2027

BELS has a vacancy for a **Speech and Language Therapy Assistant** to join the **Early Language Support for Every Child (ELSEC)** team. This innovative programme began in June 2024 and is delivered by a team of Speech and Language Therapy Assistants and senior Speech and Language Therapists. Together, we provide training, coaching, and support to education staff across Barnet. The successful candidate will receive full training and support to deliver screening assessments and interventions to children and provide training, modelling and coaching to education staff.

This role involves delivering universal and targeted support to children, families, and education staff as part of an integrated early language support service. ELSEC was a pilot project, funded by NHS England and the Department for Education, aiming to test the impact of early identification and support for children with Speech, Language and Communication Needs (SLCN) in Early Years and Primary settings.

The successful applicant will have experience of working with children in a healthcare or education setting (including in early years and/or primary schools). They will have experience in supporting children's speech, language and communication skills.

To learn more about the programme, please visit the Department for Education website: <https://www.gov.uk/government/news/earlier-support-for-speech-and-language-for-20000-children>

This is an exciting opportunity to join our dynamic, friendly and supportive team that are dedicated to providing a high-quality service to schools and settings.

Successful candidates will be joining a creative and highly skilled team that is well-regarded and valued by schools and services across Barnet. You will benefit from a supportive senior leadership team committed to promoting the wellbeing of staff and work-life balance, ongoing training and development.

To apply for this post, please visit: [Search Jobs - BELS External Career Site Careers](#)

If you need assistance, please email the BELS HR Team at: hr.barnetbels@barnet.gov.uk quoting job title.

For more information about our team, you can view our local offer page here: [Barnet Local Offer :: Home / Info and Advice / How to get help / How specialist education services can help / Educational psychology / EP: Professionals Page \(thisisfocus.co.uk\)](#)

For an informal discussion about the post, please contact:

Georgia Roskin

ELSEC Clinical Coordinator

Email: Georgia.roskin@barnet.gov.uk

Tel: 0208 359 3129

Closing date for applications: midnight 21/10/2026

Interviews will be held week commencing 2nd November 2026

Barnet Education and Learning Service is committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. An enhanced DBS (Disclosure and Barring Service) with barred list check is required for all successful applicants. In addition, if this post is likely to come under the requirements of the Childcare (Disqualification) 2009 Regulations, the successful applicant will be required to declare.

We are committed to practising in ways that are equitable, anti-racist and culturally responsive and we welcome candidates who share this commitment. We have developed an equity and anti-racism policy which outlines our values and actions in this area including ongoing CPD and offering support to our school community. Recruitment of a diverse workforce that is representative of the community we serve is part of our ongoing commitment and is embedded in this policy and therefore, we welcome applicants who are underrepresented in our profession.

Section A: Specific Role Profile

JOB DESCRIPTION

Service:	Barnet Education and Learning Service (BELS)
Location:	Head Office - Colindale Office Satellite Office – Manorside Primary School Candidate will be expected to travel across the Borough of Barnet
Job Title:	Speech and Language Therapy Assistant
Grade:	14 -17
Reports to:	ELSEC Clinical Coordinator

1. CONTEXT AND PURPOSE OF JOB

The Speech and Language Therapy Assistant (SLTA) will work as part of the Early Language Support for Every Child (ELSEC) team, supporting the delivery of high-quality early language support across Early Years and Primary settings in Barnet.

Under the supervision of Senior Speech and Language Therapists, the postholder will support the delivery of the ELSEC programme by providing training, modelling and coaching to education staff in Early Years and Primary settings. This includes training staff to carry out screening assessments and implement evidence-informed universal and targeted interventions to support children's speech, language and communication development. The role contributes to the early identification of Speech, Language and Communication Needs (SLCN) and promotes effective support that enables children to access learning and achieve positive educational outcomes.

The postholder will work collaboratively with children, families, education staff, and other professionals, contributing to positive outcomes through evidence-informed practice, effective communication, accurate record-keeping, and a commitment to safeguarding, inclusion, and continuous service improvement.

2. ROLE SPECIFIC ACCOUNTABILITIES

1. Deliver screening assessments and provide training and coaching to staff in Early Years and Primary School settings. This includes training staff on how to carry out screening assessments and deliver universal and targeted interventions. Work closely with teachers, teaching assistants, and other professionals to support implementation. Regularly report on progress and share updates with senior Speech and Language Therapists.
2. To use effective communication tools, verbal and non-verbal, to communicate with children who may have barriers to communicating or understanding.
3. To help the team with both administrative, and clinical work, thereby supporting the smooth running of the team.

4. To be responsible for making resources, maintaining equipment, keeping clinical notes, and keeping clinical and office spaces in good condition.
5. To be responsible for organising and prioritising your own work and adhering to Company policies and procedures, especially in relation to child safeguarding.
6. To have a duty to report any accident/incident via Company procedures.
7. To monitor and record children's progression towards intervention aims.

3. KEY ACCOUNTABILITIES

Leadership

1. To participate in the development of an effective team and the development of productive working relationships throughout the Company.
2. To actively promote integrated professional working internally and externally.
3. To facilitate the development of a positive and 'supportive' team culture by taking responsibility for dealing effectively with potential conflict.
4. To take an active interest in working parties and groups within the Company to develop and improve on service delivery, protocols and guidelines.
5. To contribute to the transformation, change and development in services.
6. To participate in the audit process, linking in with the clinical governance agenda.

Clinical Skills

1. Further professional knowledge will have been gained through accredited courses workshops, study and in house training programmes.
2. To develop own skills and knowledge and provide information to others to help their development.
3. To be responsible, and accountable, for service delivery to education staff, children and families under the supervision of a Speech and Language Therapist.
4. To provide education staff, children and families with information and education thus ensuring they have meaningful choices that promote dignity, independence, and quality of life.
5. To work frequently without direct supervision in a variety of community settings e.g. nurseries, children's centres, schools.
6. To use judgement to modify and adapt activities to suit each situation.

Computer/Administration

1. To be computer literate and encourage implementation of the Company's IM&T Strategy.

2. To ensure accurate recording of actions, and updating patient's records, always maintaining confidentiality.
3. To take part, and assist, in the planning and administration relating to day to day running of the caseload.

Communication

1. To be able to effectively communicate with colleagues, peers, senior managers and clinical leads within the Company.
2. To anticipate barriers to communication (internal and external) and take action to improve communication (in self and others)
3. To develop and maintain communication with people about difficult matters and/or in difficult situations.
4. To be able to communicate patient related information facilitating positive outcomes and ensuring collaborative working.
5. Participate in the review and development of clinical policies and identifies improvements to service provision
6. To be proactive in seeking out different styles and methods of communication to meet needs of clients and others

4. TRAINING

1. To ensure own continued professional development and support a culture of lifelong learning in self and others.
2. To undertake, and assist, in the planning of own mandatory training and workshops.
3. To undertake a regular appraisal, developing a personal development plan that includes clinical competencies reflecting the health needs of the local population and relates to Company strategy.
4. To support new staff and their integration within the team and to actively provide learning and development opportunities to others
5. To support training as part of the role including changes to professional development and implementation of new policies and guidelines.

5. THE BELS COMMITMENT TO EQUALITY

- To deliver the council's and BELS commitment to equality of opportunity in the provision of its services. All staff are expected to promote equality in the workplace and in the services the council delivers.
- In keeping with this commitment, the postholder will undertake to promote fairness, openness and respect for all in the workplace and in service delivery. This will include monitoring referrals and seeking to reduce any inequalities and promoting cultural competence and cultural responsiveness of staff.

6. PROMOTION OF CORPORATE VALUES

- Uphold BELS values, equality, inclusion, professional standards and high levels of customer care.
- Ensure standards of customer care are met in accordance with the Council's Statement of Values. To be aware of the Corporate Plan and how it affects the section. Ensure that a high level of confidentiality is maintained in all aspects of work.

Section B: Person Specification

Service:	BELS
Location:	Head Office - Colindale Office Satellite Office – Manorside Primary School Candidate will be expected to travel across the Borough of Barnet
Job Title:	Speech and Language Therapy Assistant
Grade:	14-17
Reports to:	ELSEC Clinical Coordinator

Qualification

- Healthcare, child development or education qualification at Level 3 or working towards gaining equivalent level
- or
- Relevant prior experience in Speech and Language Therapy
- or
- Relevant practical work experience related to the job description and working with children.

Knowledge & Experience

- Knowledge of Speech and Language Therapy work and child development.
- Experience of working with children and / or young people and their parents/carers.
- Working in education and/or working alongside colleagues in education.
- Experience of working effectively in a team.
- Experience of delivering interventions to children following the advice of another professional. Such as Adult-Child Interaction Therapy, Word Aware, Lego Therapy or Attention Autism.

Skills and Abilities

- Literate in IT / Computer Skills and able to use a range of applications to support workload.
- Good oral communication skills based on fluency of the English language – spoken and written.
- Able to communicate effectively particularly where difficulties in understanding exist.
- Able to organise workload and manage time.
- Demonstrates awareness of standards of record keeping.
- Able to identify own strengths and needs.
- Able to identify when to seek support.
- Demonstrates the ability to reflect on practice with peers / clinical supervisor.
- Excellent interpersonal skills, able to listen well.
- Able to demonstrate empathy with clients, carers and families and colleagues.
- To be able to travel efficiently throughout the area

Compiled/Reviewed by	Georgia Roskin
Date	07.10.2026

Key Details

Reporting to: ELSEC Clinical Coordinator

Contract: Permanent

Salary Range: £34,602-£36,153

Location: Head Office - Colindale Office

Satellite Office – Manorside Primary School

Candidate will be expected to travel across the Borough of Barnet

Annual Leave

You are entitled to 31 days of annual leave per annum plus the Bank Holidays in the year (this is normally between 7 -10 days). The entitlement would be pro-rated for part timers.

Flexible and Hybrid Working

This is a full-time post.

BELS is committed to work-life balance. The options may include hybrid working, flexible working, job share and part-time working

Voluntary Pension Scheme – Non-Teachers

Staff joining BELS can choose to contribute to a Pension Scheme and will become members of AVIVA – the Pension provider for BELS. Staff can contribute either 4.5% or 7% of their salary into the Scheme and BELS will match this. BELS is a private company of Barnet Council which has its own legal entity and terms and conditions which are different from Barnet's.

Other benefits

You will have access to a range of lifestyle discounts from major retailers, supermarkets, energy suppliers and more. You will also enjoy a range of payroll benefits including cycle to work, eye care vouchers, travel and gym membership.

Employees have access to well- being training programs including confidential employee assistance and an occupational health service.

Please note:

“BELS, as a Local Authority Controlled Company, is deemed by the Council to be an associate employer of Barnet Council and is therefore covered under the Modification Order. This means that any continuous service you currently have (within another local government service, or a school or any organisation signed up to the Modification Order) will be transferred with you into BELS”

It is a standard practice that prospective employees are offered the starting point of the pay scale and expect that staff would progress through the spine points on an annual

basis. However, if there is a strong case to pay above the minimum of the scale, the Senior Management Team would consider the case.

Application Process

Closing date for applications: 21/10/2026

Interviews will be held week commencing 2nd November 2026.

Completing Application Forms

To apply for this post, you must complete an online **application form** available within the job posting under [Recruitment | Barnet Education & Learning Service | London \(bels.org.uk\)](https://www.bels.org.uk/Recruitment/Barnet-Education-Learning-Service/London).

Particular attention should be given to the Supporting Information section within the application form. Shortlisting is based on the candidate's ability to meet the selection criteria within the person specification. Therefore, it is essential that you outline clear examples and evidence of how you meet the requirements of the person specification. Examples and evidence should also relate back to the duties/accountabilities contained in the job description.

Reply Details

Your application form must reach us by closing date. Applications received after this date will not be considered.

To apply for this post, please visit: [Search Jobs - BELS External Career Site Careers](https://www.bels.org.uk/Search-Jobs-BELS-External-Career-Site-Careers)

If you need assistance, please email the BELS HR Team at: hr.barnetbels@barnet.gov.uk quoting job title.

It is important that you complete ALL sections of the application form.

Next Steps

If you are selected for interview, we will contact you by email and/or text message.