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**BODMIN COLLEGE**

**SEND Exams and Learning Support Co-ordinator**

**ADDITIONAL INFORMATION**

We are expanding our caring and vibrant SEND Department and are seeking to appoint a ‘SEND Exams and Learning Support Co-ordinator’ within mainstream at Bodmin College. Experience in Exams Concessions and supporting students with SEND such as Autism would be advantageous, but this is not essential.

At Bodmin College we ‘strive for excellence by putting the learner first’ and make available excellent inclusive provision to ensure that all our students, including those identified with Special Educational Needs and Disabilities (SEND), can enjoy and benefit from a broad and balanced curriculum with access to the National Curriculum at an appropriate level, so that they may achieve their full potential.

As a SEND Exams and Learning Support Co-ordinator you will become part of our close-knit and supportive SEND team, working under the College’s mainstream SENDCO.

Every day is different! You will spilt your time between working in the office on your administration tasks and communicating with parents/ external agencies, with supporting students in lessons. You may also have the opportunity to accompany students and staff on local, national and overseas trips.

We support our staff to develop skills and experience in their own areas of SEND interest and training is provided to enable this.

A full job description accompanies the advert for this vacancy.

We look forward to receiving your application.

May 2022