



# WOODBROOK VALE SCHOOL

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June 2022

Dear colleague

## Special Educational Needs and/or Disabilities Coordinator (SENDCo)

Full time, permanent

Thank you very much for expressing an interest in the above post. We hope you will consider this an exciting opportunity to contribute to the success of students at Woodbrook Vale School and help us to further develop our professional reputation as a centre of excellence.

We are genuinely looking for a talented person who understands the importance of being a person of good character who is willing to make a difference and go the extra mile for the young people but also for their colleagues with whom they will maintain a shared purpose and comradeship.

We have an experienced Senior Team who are generous with their advice, mentoring and coaching and with whom you will be supported to excel in the area of SEND responsibility you undertake.

Ultimately, we are looking for an amazing person who will fit with our organisation.

You will find our prospectus and other useful information, including links, on our website

<http://www.wbvs.co.uk>.

We are offering prospective candidates an opportunity to visit Woodbrook Vale prior to making an application. If you would like to arrange an informal visit, please contact Penny Bradshaw, HR Administrator. The available dates and times are as follows:

The available dates and times for an informal visit are as follows:

- Tuesday 28 June at 8:30am
- Wednesday 29 June at 1.30pm

I enclose a job description and person specification which I hope you will find helpful in deciding whether to apply for this position. Please keep your covering letter to no more than two sides of A4. The closing date for the application is **12 midday Friday 1 July 2022** and interviews will be held **Wednesday 6 July 2022**. If you have not heard from us by Tuesday 5 July, please assume that your application has been unsuccessful on this occasion.

Please email your completed application and covering letter to Penny Bradshaw, HR Administrator on: [pbradshaw@wbvs.co.uk](mailto:pbradshaw@wbvs.co.uk)

I fully appreciate the time and effort required in completing an application for a senior leadership post. Whatever the outcome of this particular process, I thank you for your interest in working at Woodbrook Vale School and wish you every success with your future career aspirations. I look forward to receiving your application.

Yours faithfully

Rachael Fraser  
Headteacher

