

Bodmin College SEND Information Report and School Offer 2024/25

At Bodmin College, we welcome everyone into our community. We strive to provide inclusive education to ensure that all students, including those with Special Educational Needs and Disabilities (SEND), enjoy and benefit from a broad and balanced education. This helps them reach their full potential.

Our Special Educational Needs and Disability Coordinator (SENDCo) is Karen Dickens – Head of Inclusion.

We are committed to reducing the gap between SEND and non-SEND students, offering a range of universal and personalised learning interventions to support this goal.

Meet the Team

Karen Dickens – Head of Inclusion			
Mainstream		Area Resource Base	
Operational SENDCo – KS3	Victoria Marks	ARB Lead	Gary Oak
Operational SENDCo – KS4	Michelle Lobb	ARB Lead	Holly Elliot

For any questions or concerns, please contact the school at 01208 72114 or email SENDTEAM@Bodmincollege.co.uk.

Identifying SEND

A young person has SEND if they have a learning difficulty or disability requiring special educational provision. Disabilities can affect daily activities significantly and in the long term. The four types of SEND, as defined by the SEND Code of Practice are:

1. Communication and interaction
2. Cognition and learning
3. Social, mental, and emotional health
4. Sensory or physical

A student may have a special education need which falls into one or more areas. Having followed a graduated approach, if your child is identified as having a SEND, we will inform you and place them onto the SEND Record of Need (RON). The RON is kept electronically in school and enables our staff to access support information and/or strategies for individual students. Using a range screening tools, students who are identified by either staff and/or parents as having a possible barrier to learning will be screened using a range of screening tools. If a student requires specialist provision to be made, this will be recorded using a Student Success Plan. This will be reviewed on a regular basis and students and parents will have the opportunity to take part in this process.

Transition Process

Joining a new school can be daunting, whether this is as part of a Key Stage transition from Primary to Secondary or an in-year move. The SEND team are here to help and to offer signposting, guidance and support when making the important decisions on which school to choose. For students who have been identified as having SEND, we believe in supporting the planning process and building relationships well before students join us on their first day.

Students with SEND are identified during the transition process through meetings with key staff from their previous school. If your child has an Education, Health, and Care Plan (EHCP), the Local Authority will be involved. We provide various support options to help students adjust to their new environment. Our SEND network with partner primary schools shares expertise and ensures smooth transitions.

Communicating Needs and Support

To ensure all staff are aware of students' needs we have –

- Weekly updates are provided to all staff about specific student needs.
- Staff have access to the Record of Need and Student Success Plans, which include support strategies.
- Regular communication between Heads of Faculty and Year Mangers helps address concerns effectively.

In the Greenfield ARB, weekly meetings focus on adapting provision to meet the changing needs of students.

Equipping Staff to Support SEND Students

Our priority is high quality adaptive teaching. Teaching staff plan for the needs of all learners and ensure effective use of additional adults. The College SEND team consists of qualified professionals who support staff, parents, and students. Teaching assistants provide classroom support and specialist interventions are available both in mainstream and in the Greenfield ARB.

Liaison with External Agencies

We believe in gathering as much information as possible to support students effectively. We liaise with various external agencies, always seeking your consent before making referrals. Some of these agencies include:

- Educational Psychology Service
- Early Help
- Child and Adolescent Mental Health Service (CAMHS)
- Physical and Medical Needs Team
- Sensory Support Service
- Speech and Language Service
- Autism Support Team
- Dyslexia Services
- Careers Southwest

Administration of Medicines

Mainstream students' medicines are managed by the College Nurse.
Greenfield ARB staff manage medicines within the ARB
Pathways Staff manage medicines within their team.

Procedures outlined in the policy for administration of medicines are followed.

Admissions

Our Admissions Policy ensures compliance with statutory obligations and equal preference schemes. Year 7 admissions are without reference to ability or aptitude. In year admissions are managed by the College. Children with an EHCP naming Bodmin College will be admitted.

Admissions to Greenfield are managed by the Local Authority's Statutory SEN Team, ensuring appropriate placements.

Curriculum Accessibility

We are committed to inclusion and ensure all students have access to the full curriculum. Teaching staff adapt lessons with scaffolds to make them accessible. Specific support is available in KS3, KS4, and KS5 through the Learning Centre and personalised pathways.

The Greenfield Centre offers a range of national curriculum subjects, life skills, and enrichment programs.

Monitoring Progress

Classroom teachers regularly monitor and assess students. Termly assessments are overseen by the Senior Leadership Team. Students on the Record of Need are closely monitored by the SENDCo and other leaders. Communication with parents is handled sensitively through meetings, emails, and face to face interactions.




Keeping Parents/carers Informed

Parents and carers have the following opportunities to be kept informed –

- Termly parent consultation evenings
- Regular assessment reports
- Direct communication from teachers for specific concerns
- Weekly meeting slots with the SEND team
- Termly SEND review meetings to discuss the Student Success Plan

Bodmin College's School Offer

Please below an overview of the support available at Bodmin College.

Provision Map				
	Cognition & Learning	Communication & Interaction	SEMH	Sensory and Physical
 Universal	Targeted curriculum groups Adaptive teaching strategies to reduce cognitive load Tutor reading programme	Lunchtime provision for communication and interaction structured activities. Adaptive teaching strategies – breaking instructions into small chunks,	Relationships in the classroom – Meet and Greet. ACE Curriculum Tutor Reading programme	Accessibility plan – All students can access the site Classroom environment – Calm classrooms Designated, play social and quiet spaces at break and lunchtimes
Targeted 	Learning Centres 3/4 Laptops in lessons IDL Literacy and Fresh Start phonics, Precision Teaching intervention	Autism Support (Socially Thinking) Groups in Inclusion Hub Time Out Card SEND on call lesson check in's	Pastoral Support Worker check in's Direct intervention, Ready to learn (before School), Break and Lunch club in Learning Centres	Individual support for specific students with high level medical needs. Time out card Preparing for independent living
Specialist 	Cognition and Learning Team, Ed Psych	External Agency Support ASD Team AAC Team	CELT Hub External Agency Support CAMHS	Occupational Therapist, School Nurse Team, Physical and Medical Needs Team

Raising Concerns or Making Complaints

For any questions or concerns, please contact the school at 01208 72114 or email SENDTEAM@Bodmincollege.co.uk.

If you wish to make a complaint, then please make contact with the school in the first instance or follow the College's complaint policy.

Useful Information

[Cornwall Family Support Service](#)

[Cornwall Early Help](#)

[Cornwall Council Local Offer](#)

[Special Educational Needs and Disability Information, Advice, and Support Service](#)

[Parents and Carers Cornwall](#)