

## **SPECIAL EDUCATION TRAINING MANAGER | Business Professionals Education Center (BPEC) Abu Dhabi**

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Business Professionals Education Center (BPEC) is a UAE national training and learning institution which started serving Abu Dhabi education industry in 2003. After two years of operations, the company expanded the services becoming one of the leading training providers in the UAE with major clients from public, semi-government, and private sector organizations and have trained over 9,000 professionals so far.

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To be responsible for the management, development and implementation of appropriate policies and practices throughout the Special Education Needs Service.

To be responsible for the statutory assessment process and co-ordinating the outcomes of statutory reviews of statements/ Education, Health and Care Plans for children with Special Educational Needs (SEN) in mainstream schools both in and out of the borough and to manage designated Casework Officers.

To develop and maintain effective relationships with headteachers, SEN and governors as appropriate in mainstream schools to ensure that the needs of pupils are met

To develop and deliver appropriate training for centre staff to ensure that knowledge of the SEN assessment and processes is fully understood within the centre and appropriate referrals are made for any assessment of a pupil's special educational needs

To work with the Inclusion Manager to respond appropriately to comments and complaints from MPs, elected members, schools, parents and colleagues

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