

Special Educational Needs and Disability (SEND) Contacts and Responsibilities

This document should be viewed in conjunction with the [SEND-policy-2023-24.pdf](#)
(packmoorormistonacademy.co.uk)

Last updated: 6.9.2023

Academy roles

Role	Designated person	Contact Details
SENCO	Mrs E Bates	Telephone – 01782 234544 Email - packmoor@packmoorormiston.co.uk
Principal	Mrs S May	Telephone – 01782 234544 Email - packmoor@packmoorormiston.co.uk
SEND Governor	Mrs L Waters	governors@packmoorormiston.co.uk
Other senior leader with responsibility for SEND Strategic Lead for Inclusion.	Mr A Moran	Telephone – 01782 234544 Email - packmoor@packmoorormiston.co.uk
Pastoral support lead	Mrs M Taylor	Telephone – 01782 234544 Email - packmoor@packmoorormiston.co.uk
Designated safeguarding lead	Mrs S May	Telephone – 01782 234544 Email - packmoor@packmoorormiston.co.uk
Designated teacher for looked after children	Mrs G Nixon	Telephone – 01782 234544 Email - packmoor@packmoorormiston.co.uk
Mental Health Lead	Mrs M Taylor	Telephone – 01782 234544 Email - packmoor@packmoorormiston.co.uk
Other		

External agencies

Role	Information	Contact Details
Educational Psychologist	Psychologists provide a range of advisory support, on provision, assessment and training resources and programmes to schools, other providers of education and care for children and young people and their families/service providers from 0-25 years old. They provide this both pre-statutory assessment,	Telephone – 01782 234700 Email - ed.psychology.admin@stoke.gov.uk Website - Stoke-on-Trent Educational Psychology Service (SoT EPS) – SEND Local Offer

	throughout statutory assessment and for those with statutory provision.	
Local SEND Information & Support Services (SENDIASS)	The service provides information, advice and support to children with Special Educational Needs and/or Disabilities (SEND), their parents, and young people with SEND. They provide free, accurate, impartial information, advice and support on the special educational needs to enable children, their parents, and young people to play an active and informed role in their education and care.	Telephone – 01782 234701 or 234847 Email – iass@stoke.gov.uk Website - https://www.sendiass-stoke.co.uk
Local Authority SEN Team	Inclusive Learning Service (ILS)SEND are a team of specialists who are skilled in assessment and support for Children and Young People with Special Educational Needs and/or Disability. The main focus of their work is to provide a range of support, training and advice, to schools and other educational providers and settings.	Telephone – 01782 232538 Email – SEND@stoke.gov.uk Website - Special educational needs and disabilities Stoke-on-Trent
Special Educational Needs Monitoring and Assessment Service (SENMAS)	The Special Educational Needs (SEN) Monitoring and Assessment Service is responsible for the administration of the statutory assessment process and for the Annual Review of Statements / Education, Health and Care Plans (EHCs).	Telephone – 01782 231863 Email – SENMAS@stoke.gov.uk Website - Special educational needs and disabilities Special educational needs and disabilities Stoke-on-Trent
Behaviour Support Team	We provide a range of support, training and advice, to schools and other educational providers and settings. This ensures that children and young people with Social, Emotional and Mental Health difficulties have opportunities to achieve their educational goals and acquire the	Telephone – 01782 232538 Email – SEND@stoke.gov.uk Website - SEND Services: Social, Emotional and Mental Health (SEMH) Team including Behaviour Support – SEND Local Offer (stoke.gov.uk)



	skills they need to gain independence in learning and in life.	
Sensory Impairment Service	The Sensory Team work with children and families pre-school, and then continue to provide advice through school and in preparation for adulthood. There is a network of support working with other professionals and family groups.	Telephone – 01782 232245 Email – SEND@stoke.gov.uk
IPSEA	Independent Provider of Special education Advice	https://www.ipsea.org.uk/
Council for Disabled Children	Advice & resources for professionals and parents	https://councilfordisabledchildren.org.uk/