

Appendix 1

Template contacts and responsibilities form

Special Educational Needs and Disability (SEND) Contacts and Responsibilities

This document should be viewed in conjunction with the Academy SEND policy

Last updated: September 2024

Academy roles		
Role	Designated person	Contact Details
SENCO SLT Link	Stewart Laing	slaing@oiea.co.uk 01159303724
SENCO	Ben Fry	bfry@oiea.co.uk 01159303724
Assistant SENDCO	Sarah Dore	sdore@oiea.co.uk 01159303724
Principal	Simon leach	sleach@oiea.co.uk 01159303724
SEND Governor	Wendy Disley	wdisley@oiea.co.uk 01159303724
Pastoral support lead	Katie Hughes	khughes@oiea.co.uk 01159303724
Designated safeguarding lead	Kay Cowling	kcowling@oiea.co.uk 01159303724
Designated teacher for looked after children	Kay Cowling	kcowling@oiea.co.uk 01159303724
Mental Health Lead	Kay Cowling	kcowling@oiea.co.uk 01159303724
Other		
External agencies		
Role	Information	Contact Details
Educational Psychologist	Victoria Lewis	Derbyshire County Council Denby Centre, Prospect Road, Denby, Derbyshire DE5 8RE
Local SEND Information & Support Services	https://www.derbyshireiass.co.uk/home.aspx	
Local Authority SEN Team	https://www.derbyshire.gov.uk/education/schools/special-educational-needs/send/special-educational-needs-and-disabilities-service-send.aspx	

Behaviour Support Team	https://www.localoffer.derbyshire.gov.uk/education-and-learning/inclusion-support-services-iss/behaviour-support-service/behaviour-support-services.aspx	
Sensory Impairment Service	https://www.localoffer.derbyshire.gov.uk/education-and-learning/inclusion-support-services-iss/sensory-and-physical-support-service/sensory-and-physical-support-services.aspx	
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/