



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 <https://ormistonmeadows.co.uk/key-info/send>

Last updated: 13.9.24

Academy roles		
Role	Designated person	Contact Details
SENCO	Lizzie Oates	elizabeth.oates@ormistonmeadows.co.uk
Principal	Kelly Moore	office@ormistonmeadows.co.uk
SEND Governor	Felicity McClarty	office@ormistonmeadows.co.uk
Other senior leader with responsibility for SEND	Laura Elger (Vice Principal)	office@ormistonmeadows.co.uk
Pastoral support lead	Clare French	clare.french@ormistonmeadows.co.uk
Designated safeguarding lead	Kelly Moore Laura Elger Clare French	office@ormistonmeadows.co.uk
Designated teacher for looked after children	Laura Elger	office@ormistonmeadows.co.uk
Mental Health Lead	Jess Ward	office@ormistonmeadows.co.uk
Other		
External agencies		
Role	Information	Contact Details
Educational Psychologist	Educational Psychology Service	Service eps@peterborough.gov.uk 01733 863689
Local SEND Information & Support Services	SENDIASS (SEND Information and Support Services), previously called SEND Partnership	SENDIASS@peterborough.gov.uk 01733 863979
Local Authority SEN Team	Statutory Assessment and Monitoring Service	Monitoring Service sen@peterborough.gov.uk 01733 863996 / 01733 863733

Behaviour Support Team	Inclusion and Behaviour Service	ikki.turner@peterborough.gov.uk (Lead Behaviour and Inclusion Officer)
Sensory Impairment Service	Specialist Teaching Service – Physical and Sensory Support	sen.inclusion@peterborough.gov.uk 01733 454460
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/