**Interim Head of Education Service**

**Michelle Sancho**

**PA to Head of Education Service**

**Ali Redfern**

**Interim Service Manager: Access, Vulnerable Learners and Families**

**Melissa Perry (0.6 FTE)**

**Service Manager: Early Years, Family Hubs and The Virtual School**

**Avril Allenby (0.4 FTE)**

**Interim Service Manager: Social, Emotional and Mental Health**

**Nicola Ponton (0.4 FTE)**

**Service Manager: SEN & Disabled Children’s Service (SEND)**

**Jane Seymour**

**Service Manager: School Improvement, Governance and Community Learning**

**Rose Carberry**

* + **School Improvement Team: Rose Carberry**
	+ **Community Learning Team: Mark Browne**
	+ **Governance Team: Hannah Lee**
	+ **IT / Contracts: Thomas Ng**

Raise achievement of learners & tackle underachievement

Support & challenge for school leadership, management & governance

Support for schools causing concern

Monitoring & evaluation of educational performance

Curriculum & assessment

Achievement of vulnerable groups incl. SEN

Able, gifted & talented

School workforce development

ECF Support

Recruitment of heads

School to School support

Teaching Schools and Alliances

Pupil Premium Strategy

Governor support and improvement services, training and development

SACRE

SIMB Lead

Adult and Community Learning Post 16 – NEET

Careers Guidance

Skills / Apprenticeships

Independent Advice and Guidance (IAG)

Family Learning

Economic Development Link

Schools IT and ICT Hub

Blended/Home/Remote Learning

International links / programmes

Recovery Curriculum support

Maths Hub

SENDIASS

Educational visits/PE (EVOLVE)

GDPR advice / support

Schools’ Trading

Culture Strategy Link

Environment Strategy Link

Dedicated Schools Grant

* + **Education Welfare and Safeguarding Service: Melissa Perry**
	+ **Admissions and Transport Team: Nick Winter**
	+ **EMTAS: Pam Voss**
	+ **Medical Tuition Service: Charlotte Duly**

Early Help / My Family Plan / Prevention

Sexual Orientation / LGBTQ

Service Children

Education Welfare and Safeguarding Service

Attendance – monitoring, strategy, support

Non-attendance sanctions

Children Missing Education

Anti-bullying / Peer Mentoring

Elective Home Education (EHE)

Prevent / CSE / FGM / Domestic Abuse

Police / Youth Justice / YOT / MAPPA / MAPS

Turnaround Families

Child Employment / Performance / Chaperones

Schools’ safeguarding / CP / BWSCP

MASH / Young Carers / MARAC / SHIP

Hospital Education

Pupils with medical needs

School Admissions

Fair Access Protocol (FAP)

Statutory policies and consultations for Admissions and HTST

Home to School Transport eligibility

FSM eligibility

Post-16 transport statement

Fare Payer Scheme

Trading with schools and academies

SLA Online portal

Education Complaints

Service Risk Register

Admission and Transport Appeals

Holiday Meals

* **Educational Psychology Team and EPS Lead: Cate Wilkes**
* **Emotional Health Academy: Jody Gordon**
* **Exclusions Team: Roslyn Arthur**
* **Mental Health Support Teams and Interim Mental Health Lead: Kate Pike**
* **Mental Health Support Teams: Neal Ridley / Wendy Sillitoe**
* **Therapeutic Thinking Support Team: Beth Cartwright**
* **Emotionally Based School Avoidance (EBSA) Team: Jackie Smith**

PRUs / Alternative Provision

Behaviour strategy

Exclusion reduction strategy

Mental health issues / EHA link / CAMHS

Critical incidents

Vulnerable Children Grant (VCG)

Pupil Placement Panel & Fresh Start

Substance misuse link

CAMHS / CCG / Health / Public Health Link

EHA/Emotional Health Triage

School & Community Outreach for emotional and mental health

Parenting Programmes for emerging emotional & mental health problems

PRU and LAC Mental Health Support

Primary Prevention

CFS Link re: Emotional & Mental Health

Advice re: Refugee Mental Health Support

* + **Castle Gate: Joanna Romanowska**
	+ **Disabled Children’s Team: Anna Mobbs**
	+ **Early Development Inclusion Team (EDIT): Lesley Bungay**
	+ **Learning Support Service: Karen Bartlett / Emma Burch**
	+ **SEN Assessment Team: Nicola Ponton (0.6FTE)**

Planning & review of SEN provision

SEN and Disability Strategy / Implementation

Accessibility Strategy

Statutory assessment / EHC plans

SEND Tribunals

SEN Placement & Disability Support Panels

Disabled children’s placements

Independent /Non-maintained special school placements

SEN commissioned provision

Sensory Consortium Service

Specialist Inclusion Support Service

SEN Training

SEND Resourced Provision

Language & Literacy Centres

SEN HTST

Castle Gate: Respite care / Development

Short Breaks

Supported employment

Provision development

DSG HNB

Children with Disabilities Team

Local Area SEND Inspection Lead

* + **Early Years Team: Ann Miemczyk**
	+ **Family Hubs: Sharon Pearce (Central) / Jo Roberts (East)**

Early Years Service & Partnership Working

Free Entitlement Funding 2, 3 and 4 year olds

Sufficiency 2, 3 and 4 year old funding

Early Years Census

Foundation Stage including all schools, settings and childminders

Quality and Curriculum support for EYFS

Early Years Pupil Premium

Family Hubs and Public Health link

Early Help / My Family Plan / Prevention

Turnaround Families

Building Communities Link

Service Risk Register (Early Years)

**Education Place Planning and Development Manager**

**Mark Lewis**

Education Capital Maintenance Programme

Education Capital Programme

Bidding for capital funding

Education Asset management

School Caretaker Accommodation

SPAR process – school managed projects

School Organisation, incl. statutory proposals and government returns

Strategic Pupil Place Planning

New housing - impact mitigation

Education input into planning

Emergency planning, critical incident and health protection support – Schools

Business Continuity - Education Service