

Safeguarding first point of contact, please see page 4

DIRECTORS

Executive Director Children's, Housing and Adults' Services	Alan Adams		alan.adams@hounslow.gov.uk
PA	Andrea Smith	020 8583 3500	andrea.smith@hounslow.gov.uk
Director Education and Early Intervention	Michael Marks		michael.marks@hounslow.gov.uk
PA	Nina Dhokia	020 8583 2903	nina.dhokia@hounslow.gov.uk
Director Children's Safeguarding and Specialist Services	Jacqui McShannon		jacqui.mcshannon@hounslow.gov.uk
PA	Karen Blake	020 8583 3002	karen.blake@hounslow.gov.uk

EDUCATION AND EARLY INTERVENTION – SENIOR OFFICERS

Head of Early Years and Childcare	Chrissie Elam	020 8583 6279	chrissie.elam@hounslow.gov.uk
Senior Education Adviser – Secondary	David Brockie	020 8583 2747	david.brockie@hounslow.gov.uk
Senior Education Adviser – Primary	Akwai Gill	020 8583 2606	akwai.gill@hounslow.gov.uk
Interim Primary Adviser	Jatinder Virk	020 8583 2743	jatinder.virk@hounslow.gov.uk
Senior Education Adviser – Inclusion	vacancy		
Head of Place Planning and Admissions	Sheena Poley	020 8583 2640	sheena.poley@hounslow.gov.uk
Head of Special Educational Needs and Disability	Annita Cornish	020 8583 2850	annita.cornish@hounslow.gov.uk
Change & Transition for Education and Early Intervention	Sandra Morrison	020 8583 2762	sandra.morrison@hounslow.gov.uk
Principal Educational Psychologist	Helen Booth	020 8583 4188	helen.booth@hounslow.gov.uk
Head of Transport Co-ordination	Mandy Walker	020 8583 5468	mandy.walker@hounslow.gov.uk

SPECIALIST SERVICES – SENIOR OFFICERS			
Head of Corporate Parenting	Moksuda Uddin	020 8583 5391	moksuda.uddin@hounslow.gov.uk
Head of Families First and Intensive Support	Jennifer Hopper (maternity leave) acting Head Phil Hopkins	020 8583 3369	phil.hopkins@hounslow.gov.uk
Head of Operational Child Protection and Safeguarding	Martin Forshaw	020 8583 3446	martin.forshaw@hounslow.gov.uk
Head of Children’s Performance and Data	Sean Hayes	020 8583 6261	sean.hayes@hounslow.gov.uk
Head of Placements and Looked After Children Resources	Bob Spencer	020 8583 3317	bob.spencer@hounslow.gov.uk
Head of Safeguarding and Quality Assurance	Lara Wood	020 8583 3061	lara.wood@hounslow.gov.uk
Head of Youth Offending Service	Chris Domeney	020 8583 6353	chris.domeney@hounslow.gov.uk
DIRECTORY (arranged alphabetically)			
Business Support Manager <i>First point of contact for Schools</i>	Debbie Noad	020 8583 2878	debbie.noad@hounslow.gov.uk
0-25 Disability Team	Mandy O’Donoghue Interim Team Manager	020 8583 3537	mandy.odonoghue@hounslow.gov.uk
14-19 Service/Connexions	David Scott	020 8583 4158	david.scott@hounslow.gov.uk
Admissions	General	020 8583 2711 020 8583 2721	admissions@hounslow.gov.uk
Adoption Team	Duty Team	020 8583 3437	adoption.duty@hounslow.gov.uk
Asset Team (Buildings)	General	020 8583 5422	asset.management@hounslow.gov.uk
AV Services	Gary Burnham	020 8583 2960	av.services@hounslow.gov.uk
Chartwells Catering	General	020 8751 6920	
Child Entertainment and Employment	Diane Dean	020 8583 2753	diane.dean@hounslow.gov.uk
Children Missing Education	Sandra Weir	020 8583 2768	sandra.weir@hounslow.gov.uk

Children's Social Care	Early Help Hounslow and Social Care team Duty Manager (West) Duty Manager (East)	020 8583 6600 Option 2 Children's Services <i>Option 1 existing cases</i> <i>Option 2 recent referrals</i> <i>Option 3 new referrals</i> 020 8583 3257 020 8583 4573	earlyhelp@hounslow.gov.uk (not secure) childrensdutyrm@hounslow.gcsx.gov.uk csll-socialcare@hounslow.gcsx.gov.uk
Commissioned Education	Jimmy Nwaogwugwu	020 8583 4178	jimmy.nwaogwugwu@hounslow.gov.uk
Connexions Enquiries	Carol Black	020 8583 6531	carol.black@hounslow.gov.uk
Early Years and Childcare	Christine Hicks	020 8583 2436	christine.hicks@hounslow.gov.uk
Educational Psychology Service	Raquel Morandarte	020 8583 4188	edpsychs@hounslow.gov.uk
Education Welfare Manager	Jan Hedges	020 8583 2772	jan.hedges@hounslow.gov.uk
Elective Home Education	Sue Jones Jen Litherland	020 8583 5135 020 8583 2062	sue.jones@hounslow.gov.uk jen.litherland@hounslow.gov.uk
Emergency Planning – General	Twm Palmer	020 8583 5111	contingency.planning@hounslow.gov.uk
Emergency Planning – Children's & Adults' Services	Gary Wilsher	020 8583 5678	gary.wilsher@hounslow.gov.uk
Exclusions & Fair Access, Principal Case Officer	Hilary Baker	020 8583 2784	exclusions@hounslow.gov.uk
Family Information Service	General	020 8583 3470	fis@hounslow.gov.uk
Finance Manager (Schools)	Rupaben Raghvani	020 8583 6115	rupaben.raghvani@hounslow.gov.uk
Fostering	Duty Team	020 8583 3426	fostering.duty@hounslow.gov.uk
Free School Meals	General	020 3949 7743 020 3949 7746	schoolmeals@hounslow.gov.uk
Governing Bodies	Donna O'Connor	020 8583 5859	governingbodies@hounslow.gov.uk
Governor Training	Lynn Coyston	020 8583 2881	governingbodies@hounslow.gov.uk
Health and Safety	Adam Stonely	202 8583 2617	adam.stonely@hounslow.gov.uk
Hounslow Professional Development Centre	Allison Wadden	020 8583 4190	allison.wadden@hounslow.gov.uk
HR Business Partner	Ohifeme Ohiosimuan	020 8583 2146	ohifeme.ohiosimuan@hounslow.gov.uk

HR Services for Schools	General	020 3949 7738	schoolshr@hounslow.gov.uk
ICT – Platinum ICT	General/SIMS	020 8583 4161	platinumICT@hounslow.gov.uk
Insurance	Naren Lathigra	020 8583 2346	naren.lathigra@hounslow.gov.uk
Interim Education Centre Interim Manager	Celina Dennis	020 8560 0507	celina.dennis@hounslow.gov.uk
Late Entry Team	Duty Team	020 8583 3578	donna.howard@hounslow.gov.uk
Leaving Care Team	Duty Team	020 8583 7347 020 8583 4580	cfleavingcare@hounslow.gov.uk
Management Information Team	Agnieska Plywacyk	020 8583 2655	agnieska.plywacyk@hounslow.gov.uk
Management Information Team	Noelia Rufete-Gil	020 8583 6107	noelia.rufete-gil@hounslow.gov.uk
Management Information Team (Vulnerable Groups)	Joanna Kacorzyc	020 8583 2617	joanna.kacorzyc@hounslow.gov.uk
Management Information Team (Early Intervention)	Manjeet Sidhu	020 8583 4770	manjeet.sidhu@hounslow.gov.uk
NQT Co-ordinator	Jatinder Virk	020 8583 2743	jatinder.virk@hounslow.gov.uk
Payroll Services for Schools	General	020 3949 7742	schoolspayroll@hounslow.gov.uk
Pensions	General	01325 746031	hounslow.pensions@capita.co.uk
Placements	Duty Team	020 8583 3448	placements.duty@hounslow.gov.uk
Portage	General	020 8583 6270	portage@hounslow.gov.uk
Recruitment	Louise Butt	020 8583 4146	louise.butt@hounslow.gov.uk
SAFEGUARDING			
First Point of Contact Safeguarding Advice & Allegations Management (for allegations against professionals & for advice)	SAAM Duty Desk	020 8583 5730	
Safeguarding Advisor / DO (existing cases)	Hetsie van Rooyen	020 8583 3065	hetsie.vanrooyen@hounslow.gov.uk
Emergency Duty	Out of Hours	020 8583 2222	

School Uniform Grants Service	General	020 3949 7746	uniform.grants@hounslow.gov.uk
SEN	General	020 8583 2672 020 8583 2624	sen@hounslow.gov.uk
SEN Specialist Support	General	020 8583 2874	enquiries.senss@hounslow.gov.uk
SEND IASS Co-ordinator	General	020 8583 2607	
Targeted Services/Youth Review	Veronica Watts	020 8583 2750	veronica.watts@hounslow.gov.uk
Through Care Team Manager	Chatura Patil	020 8583 3296	chatura.patil@hounslow.gov.uk
Through Care Team	Duty Line	020 8583 3173	throughcareteam@hounslow.gov.uk
Through Care Team, Safeguarding & Intake Emergency Duty	Out of Hours	020 8583 2222	
Traveller Education Lead	Lindsey Chatralia	020 8583 4816	travellereducation@hounslow.gov.uk
Virtual College	Kate Elliot	020 8583 2745	kate.elliott@hounslow.gov.uk
Youth Offending Service	General	020 8583 6363	youthoffendingservice@hounslow.gov.uk
Contact for updates of Directory for Schools	Anahid Avakyan	020 8583 5419	anahid.avakyan@hounslow.gov.uk