



JOB DESCRIPTION

Job Title:	Trust Safeguarding Lead
Grade:	L15-L19 or NJC points 50 -54
Contract:	Permanent
Disclosure Level:	Disclosure Barring Service – Enhanced Certificate (external applicants)
Responsible to:	Directors of Education
Liaison with:	School teams, Directors of Education, executive team, Teaching School Hub

Strategic Responsibility

To oversee the Trust’s safeguarding functions ensuring they are fit for purpose and compliant with safeguarding and child protection legislation. You will be responsible for ensuring that there is effective safeguarding provision across the Trust. You will work closely with the Trust Vulnerable Children and SEND leads and the School Improvement Team to facilitate access to the best provision to ensure children are safe. You will ensure systems are robust so that children who are at risk receive timely, high quality, co-ordinated support that meets their needs and reduces risk.

To promote and embody the ‘One Trust vision’ so that it is always at the core of school/trust improvement work ensuring children are at the heart of everything we do.

The Arthur Terry Learning Partnership is committed to keeping children, young people safe.

- Responsibility for safeguarding children and child protection (including online safety) ensuring that schools are meeting their legal statutory requirements as laid out in Keeping Children Safe in Education (KCSiE).
- Continuing to embed a safeguarding culture in all schools, ensuring the child always comes first.
- To provide support, advice, and guidance to staff on child welfare, safeguarding and child protection matters including outside of the working day and/or term should the need arise.
- Promoting the educational outcomes by knowing the welfare, safeguarding and child protection issues that children in need are experiencing or have experienced, and identifying the impact that these issues might be having on a child’s attendance, engagement, and achievement.

Duties and Responsibilities

- To lead on safeguarding provision to ensure support meets identified need for children and families.
- To ensure schools and the local authority comply with their statutory duties in education linked to child protection and safeguarding.
- To identify through analysis of data and through dialogue with school leaders and Lead Designated Safeguarding Leads areas of vulnerability and develop a plan to reduce these areas accordingly.
- To build professional relationships with Local Authorities, Children's Services, and other external agencies and to use these relationships to promote children's educational rights leading to positive outcomes for children in the Trust.
- To ensure systems are in place to allow and support children to share their views and wishes and ensure these are heard and incorporated into plans, interventions to support them to be safe.
- Promote supportive engagement with parents and carers in safeguarding and promoting the welfare of children, including where families may be facing challenging circumstances.
- To have a sound understanding of the legislation relating to education in particular Safeguarding and Child Protection.
- Exercise advanced decision making in relation to children at risk of harm and be able to offer advice on a range of issues from a local and national perspective.
- To lead and contribute to the development of the provision for at risk children and families through regular review of performance and standards.
- To ensure that any necessary actions needed to bring about improvement are implemented quickly and effectively and to ensure that such actions have the required impact.
- Develop and maintain a monitoring and evaluation cycle for My Concern entries, within and across schools.
- To provide supervision for Lead Designated Safeguarding Leads/Designated Safeguarding Leads.
- Provide reports to Trustees from using My Concern and other sources of data including local intelligence to highlighting areas of vulnerability.
- To develop a Trust approach to children needs, ensuring that all children regardless of their geographical local authority area receive appropriate support.
- To attend Trust Board/Hub Governing Body/Local Governing Body meetings as appropriate and identified, to report on safeguarding.
- To provide training for Lead Designated Safeguarding Leads/Designated Safeguarding Leads to ensure they work as a team, in a consistent way to keep children safe.
- To create and deliver annual safeguarding training across the Trust.
- To provide specialist knowledge, skills and capabilities to support integrity in decision making that puts the child first.
- To provide guidance and support with allegations against staff including low level concerns including working with local authority LADO teams.
- In conjunction with HR, to provide training for leaders on managing allegations and low level concerns including signposting training to avoid reoccurrence of low level behaviours.
- Undertake safeguarding reviews and audits across all schools and areas within the Trust ensuring the data acquired is used to develop excellent practice and reduce the risk of harm to children.
- Provide advice and guidance to ensure the Trust's educational visits policy and practice for such visits at school level are robust, particular residential visits.
- Challenge and support the development of skills and practice for those making decisions on safeguarding matters.

- Maintain up to date and relevant knowledge on key safeguarding matters, including Child Sexual Exploitation, Radicalisation, County Lines, Mental Health and other areas outlined in Keeping Children Safe in Education (KCSiE).

To be read in conjunction with the duties and responsibilities of the Lead Designated Safeguarding Lead

Data Protection

- Work within the requirements of Data Protection legislation at all times ensuring student data is kept safe.

Professional Responsibilities

- Create and maintain positive and supportive relationships with all stakeholders.
- The post-holder will be expected to undertake any appropriate training provided by ATLP to assist them in carrying out any of the above duties.
- To include ensuring that the requirements of the Health & Safety at Work Act, COSHH, and all other mandatory regulations are adhered to.
- To undertake appropriate professional development including adhering to the principle of performance management.
- To promote the vision and aims of the Trust.
- To set an example of personal integrity and professionalism as outlined in the Staff Code of Conduct and Teachers' Standards.
- To attend meetings, training days and CPD sessions.
- To be an effective team player and support the functions of the ATLP.
- Observance of Equal Opportunities, Confidentiality, Health and Safety Policies and Internet Code of Practice.
- Observance of complete confidentiality on all school information is required and any failure so to do may be regarded as gross misconduct in terms of the Disciplinary Policy.
- To take responsibility for becoming familiar with school/Trust policies and abide by them.
- An Enhanced Disclosure with the Disclosure and Barring Service (DBS) will be undertaken before an appointment can be confirmed. The successful candidate will be required to disclose all convictions and cautions, including those that are spent; the exception being certain, minor cautions and convictions which are 'protected' for the purposes of the 'Exceptions' order. <https://www.gov.uk/government/collections/dbs-filtering-guidance>

This job description only contains the main accountabilities relating to the posts and does not describe in detail all the duties required to carry them out. The post holder may be required to undertake other duties and responsibilities that are commensurate with the nature and level of the post and flexibility is therefore required.

Person Specification

A.F. = Application Form; I = Interview; T = Test or Exercise.

CRITERIA		M.O.A.
Education and qualifications	<ul style="list-style-type: none"> • Qualified Teacher Status or degree in social work, youth work or equivalent 	AF/Certificates
Technical- the demonstration of specific skills and/or knowledge	<ul style="list-style-type: none"> • A track record of leading and improving outcomes for children • Detailed understanding of the principles with regard to Safeguarding of Children • Experience of working with children or young adults in an education setting • Experience of liaising with external agencies and professionals on child protection matters • Experience of referring cases of suspected abuse to external agencies including relevant paperwork • Proven success in building effective partnerships and links, including with LAs/agencies/schools • Experience in delivering safeguarding training • Experience in supporting DSL's through supervision 	AF/I
Ability - the aptitude or potential to perform to the required standard	<ul style="list-style-type: none"> • Ability to develop effective relationships with all stakeholders • A strong understanding of the schools' sector and education more broadly, with a strong grasp of contemporary education issues • The credibility to command the respect of, and influence, colleagues • To be able to think strategically and develop this thinking into successful outcomes • The ability to add value through effective leadership, vision and influence • Ability to challenge underperformance • An appetite to seek out and develop innovative practices in education • Ability to deal with challenging situations • Ability to work using own initiative • Ability to keep detailed and accurate records 	AF/I/T
Values/Behaviours - the actions and activities that people do which result in effective performance in a job	<ul style="list-style-type: none"> • We believe that all pupils can achieve in spite of their circumstances or other external factors and have an unwavering commitment to pursue successful outcomes for all • We support the One Trust vision that children are at the heart of everything we do • We champion the vulnerable • We are committed to supporting our school 	AF/I/T

	<p>communities to be inclusive, diverse and for there to be equality of opportunity for all</p> <ul style="list-style-type: none"> • We embrace and demonstrate a commitment to all students in our care to ensure we support them to be safe • We are committed to maintaining the ethos and values of the ATLP whilst ensuring that all ATLP schools can meet the needs of their communities • We are resilient in the face of challenge and comfortable with ambiguity and a changing landscape 	
Contra indicator	Positive disclosure relating to children or vulnerable adults	Disclosure Form to be completed prior to interview

