

JOB ADVERT

Role details:

- **Job Title:** Designated Safeguarding Lead (DSL)
- **Salary:** Pay Scale 12, Spine Points 43-48. Actual Salary Range: £46,831.82-£53,295.45 PA. Annual Salary Range: £51,515.00-£58,625.00 PA.
- **Location:** Ramsden Hall Academy, Ramsden Heath, Billericay, Essex, CM11 1HN
- **Hours:** 37 hours per working week, term time + inset days + 2 weeks-to be worked flexible to meet Academy needs (working 41 weeks per year). Monday to Thursday 8.30am to 4.30pm and 8.30am to 4pm Friday.
- **Contract Type:** Fixed Term from 3 June 2024 to 31 August 2025.

(Y)Our Opportunity

We are seeking to appoint an enthusiastic, dedicated and passionate Designated Safeguarding Lead to join our highly successful Academy, which holds a Good Ofsted status. Our residential provision holds Outstanding Ofsted status. Ramsden Hall Academy is a Residential Special School for boys aged 10 to 16 who have an EHCP for Social, Emotional and Mental Health.

The role & you

To support the Headteacher for safeguarding and child protection with the Academy, acting as a source of support, advice and expertise for staff within the Academy for child protection and safeguarding. This post will be a member of the Academy Senior Leadership Team (SLT).

Duties and Responsibilities

- Be fully aware of, understand and apply the academy's Child Protection Policy appropriately.
- Lead and manage the Safeguarding team.
- Take lead responsibility for safeguarding and child protection (including online safety and understanding the filtering and monitoring systems in place).
- Child Exploitation Champion.
- Lead level 2 Safeguarding training sessions for new staff and trainees.
- Act as the primary liaison person for Ofsted inspections for child protection.
- Work in partnership with the Designated Governor to promote and evaluate safeguarding policies and procedures in line with legislation.
- To attend safeguarding forums.
- Assist the Headteacher in completing the Academy's Safeguarding audit.
- Attend Child Protection Conferences, Core Group meetings, Child in Need meetings, Strategy meetings, Statutory Reviews and Conferences.
- Complete paperwork requested by Social Care e.g. Section 17 forms, when required.
- Meet with students and parents/carers to establish and improve communication with vulnerable groups when required.
- Assist with responsibility for safeguarding and child protection within the academy.
- Act as a source of support, advice and expertise for staff within the academy for child protection and safeguarding.
- Raising awareness of the academy's child protection policies as appropriate in line with relevant government guidelines e.g. Keeping Children safe in Education (Appendix B) as amended from time to time, ensuring they are understood and used appropriately.
- Assist with the review process of the academy's Child Protection Policy.
- Where there is a radicalisation concern refer cases (or support staff making referrals) to the Channel programme.
- Refer cases to Local Authority Designated Officer or Police as required.
- Assist staff to refer incidents of concern to the police and be the main point of contact for police liaison.
- Liaise with the local authority officers and other relevant agencies/parties in relation to child protection and safeguarding issues and concerns.

- Ensure child protection files are transferred as appropriate in line with Keeping Children safe in Education as amended from time to time.
- Be available for staff during academy hours to discuss any safeguarding concerns in line with the academy's safeguarding arrangements.
- Undertake and regularly update safeguarding training (at least every 2 years) to ensure the appropriate level of knowledge and skill is maintained.
- Keep up to date with developments relevant to the role in line with Keeping Children safe in Education as amended from time to time.
- Attend Youth Offending Team meetings and complete information gathering forms as required.
- Arrange student social worker placements and provide on-site supervision for this role.
- To promote parental engagement by offering support to form tutors and monitoring the effectiveness and impact.
- Take a proactive approach to being a member of the Senior Leadership Team (SLT).
- To undertake administrative duties, as required.
- To undertake any training commensurate to the post.

Candidates must have:

Qualifications and training:

- GCSE (or equivalent) in English and maths
- Degree

Experience:

- Successful leadership and management experience in a school or other relevant organisation
- Experience of managing safeguarding in a school or other relevant organisation, including:
 - Building relationships with children and their parents, particularly the most vulnerable
 - Working and communicating effectively with relevant agencies
 - Implementing and encouraging good safeguarding practice throughout a large team of people
- Demonstrable evidence of developing and implementing strategies to help children and their families
- Experience of handling large amounts of sensitive data and upholding the principles of confidentiality

Skills & Knowledge:

- Expert knowledge of legislation and guidance on safeguarding and working with young people, including knowledge of the responsibilities of schools and other agencies
- Ability to work with a range of people with the aim of ensuring the safety and welfare of children
- Awareness of local and national agencies that provide support for children and their families
- Excellent record keeping skills and attention to detail, in order to produce reports, take minutes of meetings, and document safeguarding concerns
- Good IT skills, including previous use of safeguarding monitoring software and information management systems.
- Effective communication and interpersonal skills
- Ability to communicate a vision and inspire others
- Ability to build effective working relationships with staff and other stakeholders

Personal Qualities:

- Commitment to ensuring the safety and welfare of children
- Commitment to upholding and promoting the ethos and values of the school
- Integrity, honesty and fairness
- Ability to work under pressure and prioritise effectively
- Commitment to maintaining confidentiality at all times
- Commitment to equality

We will offer you:

- A friendly and supportive working environment
- Automatic enrolment into Local Government Pension Scheme
- Continuous Professional Development
- Free onsite car/bike parking at our Academy
- Access to the Employee Assistance Programme
- Excellent facilities
- Access to excellent catering facilities when the kitchen is operational
- A responsive, supportive and involved team
- A Residential Academy that is fully committed to nurturing the potential in all of our pupils.

Potential candidates are invited to visit the school in term time or to contact us for an informal conversation, please contact Jane Quilter- HR Operations Manager on telephone: 01277 624580 or email: jquilter@ramsdenhall.org.uk We reserve the right to call applicants to interview and appoint, prior to the closing date.

To apply please complete the application form, which can be found on our website, or follow this link: <https://ramsdenhall.org.uk/careers/vacancies> This form must be fully completed and submitted to jquilter@ramsdenhall.org.uk (unaccompanied CVs or third party application forms will not be accepted) by the closing date stated.

Ramsden Hall Academy (RHA) is part of the Parallel Learning Trust (PLT), a Multi Academy Trust based in Carshalton and is committed to safeguarding and promoting the welfare of all pupils attending the Academy. As the duties of this post involves regular contact with children, any offer to the successful candidate will be conditional upon an Enhanced Disclosure being obtained via the Disclosure and Barring Service, medical clearance and satisfactory references. We will also carry out online searches on shortlisted candidates to help identify any incidents or issues that are publicly available online.

PLT is a Multi Academy Trust and Approved DfE Academy Sponsor; a forward thinking and innovative primary, special and alternative provision provider. PLT is committed to Safer Recruitment and aims for quality services and equal opportunities.

Closing date for applications is 17th April 2024

Interviews will take place week commencing 22nd April 2024