

Deputy DSL (Designated Safeguarding Lead)

Responsible to: Deputy Headteacher / DSL

JOB DESCRIPTION

The Deputy DSL (Designated Safeguarding Lead) plays a key role in the safeguarding of all students enrolled at the school. The job includes the implementation of safeguarding policies and procedures and the oversight of attendance and safeguarding arrangements for off-site provision.

Key Functions

1. Keeping accurate and comprehensive records.
2. Assessing and prioritising safeguarding concerns.
3. Interviewing students following a disclosure.
4. Interviewing students following a concern being raised by staff.
5. Using a range of screening tools to identify risk.
6. Drafting risk assessments.
7. Assessing risk on school site.
8. Monitoring e-safety alerts.
9. Visiting alternative providers to audit their safeguarding arrangements.
10. Updating the SCR (single central safeguarding register) with information about alternative providers.

Communication

1. Liaising with a range of staff in school, and being the primary point of liaison for pastoral staff.
2. Liaising with parents and carers.
3. Making regular entries in the school newsletter and staff bulletin.
4. Maintaining accurate and helpful safeguarding information on the school website.
5. Raising awareness about safeguarding across the school.
6. Acting as a source of advice and expertise for colleagues, and fostering a 'listening culture'.

Working with External Agencies

1. Drafting and managing referrals to MASH (Multi-Agency Safeguarding Hub).
2. Drafting and managing referrals to CAMHS (Child and Adolescent Mental Health Service).
3. Drafting and managing EHAs (Early Help Assessments) and taking the lead on some TAFs (Teams around the Family).
4. Drafting and managing referrals to therapeutic interventions and alternative provision.
5. Liaising with other outside agencies, e.g. the police.

Other

1. Undergoing regular training and networking.
2. Co-ordinating anti-bullying programmes.
3. Carrying out any other reasonable request made by the Headteacher.

"Icknield College is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment"