

JOB DESCRIPTION

We are committed to safeguarding and promoting the welfare of children and young people and expect all staff and volunteers to share this commitment. An enhanced DBS Disclosure is required for this post.

Job title:

Designated Safeguarding Lead (Permanent, Part-time – 3 days per week at St Boniface House, Ashburton)

Reporting to:

Deputy Head of School Improvement

Plymouth CAST Vision and Ethos:

The ethos of Plymouth CAST is inseparable from the ethos of the Roman Catholic Church which has the love of Jesus Christ and the desire to follow His teachings as core to all its actions. This ensures that we put the dignity of the individual at the heart of everything we say and do.

The vision of Plymouth CAST is that each school is where:-

- Every parent would want to send their child;
- Every school sector employee would want to work;
- Children of ALL abilities and backgrounds flourish;
- All look for good practice and innovation;
- The Gospel is preached at all times – where necessary using words.

Location:

Plymouth CAST Office, St. Boniface House, Ashburton, Devon, TQ13 7JL. There may be the occasional need for travel throughout the Catholic Diocese of Plymouth, which covers the counties of Cornwall, Devon and Dorset.

Salary:

Salary £35,000 - £40,000 pro rata. Appropriate Pension Scheme.

Purpose of Role:

To ensure there are up to date safeguarding and child protection policies, consistent

procedures, timely and appropriate training to promote the welfare and protection of children within Plymouth CAST.

Key Accountabilities:

To collate safeguarding audits and information from all schools to ensure they meet statutory requirements.

To ensure that policies and procedures are continually reviewed and updated and make recommendations to improve safeguarding practice across the Trust.

To develop and update guidance material and other training to help all staff implement safeguarding policies and procedures.

To ensure up-to-date training is in place for all school DSLs, governors and school staff.

To provide advice and support to schools in responding to safeguarding queries, ensuring that responses are timely and protect the best interests of the child.

When necessary, to investigate, report on and make recommendations regarding safeguarding incidents, ensuring that confidential records of safeguarding concerns are maintained and any follow up action is activated.

To provide regular written reports/summaries for the CAST Board, HoSI and any other relevant meetings to ensure effective monitoring of safeguarding compliance across the Trust.

Work closely with the deputy head of school improvement to ensure all schools provide a strong culture of safeguarding.

PERSON SPECIFICATION

Qualifications:

A degree level qualification or equivalent with evidence of continuing professional development.

Qualified Teacher or Social Worker with a comprehensive understanding of safeguarding requirements for keeping children safe in education.

DSL (Designated Safeguarding Lead) trained

Experience, Skills, Abilities

A detailed and thorough understanding of safeguarding.

Evidence of promoting a strong culture of safeguarding through previous safeguarding roles.

Knowledge of legislative and specific statutory requirements for educational institutions.

An understanding of how school systems, protocols and policies work.

The ability to summarise clearly and concisely, both verbally and in written documents.

Ability to synthesize information and identify possible gaps.

Excellent IT skills.

A confident and effective communicator, professionally assertive and clear thinking.

Ability to work on one's own initiative, balance competing priorities and organise a work schedule.

Special Requirements:

Full driving licence and use of car is essential for duration of employment.