**Deputy Safeguarding & Child Protecton Officer**

**SALARY: - Grade 5 £26,421 - £32,076 (Actual Salary - £**

**TTO plus 3 weeks pro-rata**

**PERSON SPECIFICATION**

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| **CRITERIA** | **QUALITIES** | | |  |
|  | **ESSENTIAL** | | **DESIRABLE** | **MEASURED BY:**   1. **Application Form** 2. **Test/Exercise** 3. **Interview** |
| **Qualifications and training** | * GCSE or equivalent level, including at least a Grade 4   (previously Grade C) in English and Maths   * A relevant degree or professional qualification in education, social work, or a related field | | * Designated Safeguarding Lead qualification | A |
| **Experience** | * Working with children or young people | | * Working in a school environment or other   educational setting   * Line management   experience and leadership skills. | A |
| **Skills and Knowledge** | * Excellent communication   and interpersonal skills, with the ability to work collaboratively with staff, students, and external agencies   * Excellent literacy and numeracy skills * Good organisational skills * Ability to build effective working relationships with pupils and adults, working collaboratively to raise the achievement of pupils * Knowledge of how to help adapt and deliver support to meet individual needs * Active listening skills * Knowledge of guidance and requirements around safeguarding children * Competent use of IT packages including word processing, spreadsheets and school MIS systems * Ability to plan, organise and prioritise to meet deadlines * Ability to respond quickly and effectively to issues that arise | | * Strong understanding of the legal framework and statutory guidance related to safeguarding in schools. * Knowledge of data protection and confidentiality requirements. * Understanding of roles and responsibilities within the classroom and whole school   context | A, B, C |
|  | ➢ | A proactive and solutionoriented approach to safeguarding challenges |  |  |
|  | ➢ | Meticulous record keeping |  |  |
| **Personal qualities** | ➢  ➢  ➢  ➢  ➢  ➢  ➢  ➢  ➢  ➢  ➢  ➢  ➢ | The ability to remain calm in stressful situations and demonstrate resilience and support staff with the aboveStrong decision-making abilities, especially under pressure  Attention to detail and a commitment to upholding the highest standards of safeguarding  Enjoyment of working with children and young peopleAbility to use initiative and flexibility in recognition of the fact that schools are busy and dynamic institutions  A commitment to getting the best outcomes for all pupils, and promoting the ethos and values of the school  Compassion and empathy when dealing with sensitive issues  Commitment to maintaining confidentiality at all times  Commitment to safeguarding pupils’ wellbeing and equality  Positive, forward looking and enthusiastic about making a difference  Capacity to inspire, motivate and challenge children and young people  Understand the underlying reasons for challenging behaviour/distress and be able to communicate this to staff. |  | A, C |