

Pupil Welfare Lead

Person Specification

Criteria	Skills / Qualities
Qualifications & Training	• GCSE Grade 4 or equivalent level, in English and Maths • Degree or equivalent level qualification • Level 3: Designated Safeguarding Lead
Essential Experience	• Experience of managing safeguarding in a school or other relevant organisation, including: • Building relationships with children and their families, particularly the most vulnerable • Working and communicating effectively with relevant agencies • Implementing and encouraging good safeguarding practice throughout a large team of people • Experience of supporting and working with families of children and young people • Experience of working with colleagues and external stakeholders (e.g. from external agencies) • Experience of handling sensitive data and upholding the principles of confidentiality
Desirable Experience	• Demonstrable evidence of developing and implementing strategies to help children and their families • Successful leadership and management experience in a school or other relevant organisation • Experience of working with children / young people with additional needs
Essential Skills & Knowledge	• 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 • Effective communication and interpersonal skills • Ability to communicate a vision and inspire others • Ability to build effective working relationships with families, staff, volunteers and other stakeholders
Desirable Skills & Knowledge	• 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 record keeping tools such as CPOMS
Essential 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