



Star

STAR ACADEMIES

Nurturing Today's Young People, Inspiring Tomorrow's Leaders

REGIONAL SAFEGUARDING AND CHILD PROTECTION OFFICER

JOB DESCRIPTION

JOB PURPOSE:

To develop and embed excellent safeguarding and child protection culture and practice in a designated partnership region in order that all Star's pupils are kept safe.

KEY RESPONSIBILITIES AND ACCOUNTABILITIES

1. Safeguarding and Child Protection

- 1.1 Act as lead officer for the safeguarding and child protection agenda (in a designated region), as part of the safeguarding team, offering leadership, advice and guidance on all safeguarding matters.
- 1.2 Ensure that there are effective protocols and systems in place to secure the safety and wellbeing of all pupils.
- 1.3 Develop partnerships with external agencies in order to remove barriers to learning and promote the wellbeing and outcomes of all pupils.
- 1.4 Drive and support the consistent implementation of trust-wide policies and standardised operating procedures through consultation, advice, coaching and training.
- 1.5 Conduct annual audits to ensure children and young people are effectively safeguarded and protected.
- 1.6 Ensure that the trust and schools are compliant with all the statutory requirements and receive appropriate advice and guidance relating to safeguarding practices.
- 1.7 Ensure all trust policies and procedures are current and are followed consistently across schools.
- 1.8 Ensure delivery of the safeguarding functions within the trust, including the wider role within partner local authorities are met.
- 1.9 Encourage the sharing of best practice in order to promote continuous improvement across Star schools.
- 1.10 Lead the development of robust systems that enable the identification of key trends and risks around safeguarding (in a designated region).
- 1.11 Support designated safeguarding leads when they make referrals to appropriate external agencies including child and adult social services; police; multi-agency safeguarding hub (MASH), internal and external counselling services, child and adolescent mental health services (CAMHS), children and young people's service (CYPS), family intervention and support service (FISS) and the youth intervention and support service (YISS).
- 1.12 Assist in ensuring that pupils who are victims of abuse or neglect are supported appropriately and sensitively and to ensure continuing support to those learners subject to child protection plans.
- 1.13 Ensure referral and interventions are progressed in line with the trust's child protection policies and procedures.

- 1.14 Collate data from all schools for the safeguarding dashboards to inform the trust's oversight of the numbers and trends of safeguarding incidents across the schools and designated region.
- 1.15 Review the safeguarding arrangements for when pupils access alternative provision.
- 1.16 Implement safeguarding and child protection responsibilities relating to mental health and emotional wellbeing, in line with the trust policy.
- 1.17 Review implementation of the RSHE statutory requirements and the trust's policy.
- 1.18 Identify and report areas of potential concern e.g. LADO referrals or numbers of children missing from education.
- 1.19 Advise senior colleagues of any concerns, including mitigating actions and solutions.
- 1.20 Ensure all staff have access to and attend appropriate safeguarding training.
- 1.21 Act as a source of training, support, advice and expertise to staff across the designated region on safeguarding cases.
- 1.22 Develop training resources for schools designated safeguarding leads to deliver to their staff.
- 1.23 Contribute to safeguarding reports to the trust's executive and the board of trustees on a termly basis.

2. Strategic Development

- 2.1 Under the direction of the Safeguarding and Child Protection Lead, the post holder will be accountable for developing policy and embedding best practice at an operational level for all aspects of keeping pupils safe and protected.

3. Funding/Budget Management

- 3.1 In keeping with the trust's financial systems, ensure that budgetary controls are effective and expenditure is managed effectively.

4. Accountability

- 4.1 Be accountable to the trust for effective safeguarding and child protection in schools in the designated region.
- 4.2 Report on a regular basis and as required to the regional directors of education and trust senior leaders on safeguarding and child protection.

5. Other Responsibilities

- 5.1 Continuously develop own professional practice and keep up to date with all relevant policy developments.
- 5.2 Complete designated safeguarding lead training every two years.

6. Records Management

- 6.1 All staff who create, receive, and use records in the course of their job are responsible for ensuring that records are managed appropriately. It is therefore likely that this post-holder will have responsibility for record-keeping as part of the role. Employees are required to be conversant with the trust's policies and procedures on records management.

This appointment is with Star Academies. The job description forms part of the contract of employment of the person appointed to this post. It reflects the position at the present time only and may be reviewed in negotiation with the employee in the future. The appointment is subject to the terms and conditions outlined in the 'Star Academies Contract.'



Star

STAR ACADEMIES

Nurturing Today's Young People, Inspiring Tomorrow's Leaders

PERSON SPECIFICATION

No	CATEGORIES	Essential/ Desirable	Assessed by:	
			App Form	Interview/ Task
QUALIFICATIONS				
1.	Qualified to degree level or equivalent.	D	✓	✓
2.	Designated Safeguarding Lead or equivalent.	E	✓	✓
3.	Evidence of continued professional development in keeping pupils safe.	E	✓	✓
EXPERIENCE				
4.	Be experienced in managing complex child protection cases and an ability to develop and maintain effective partnerships with both internal and external organisations.	E	✓	✓
5.	Have a proven track record of achieving organisational change and experience of partnership and multi-agency working.	E	✓	✓
ABILITIES, SKILLS AND KNOWLEDGE				
6.	Have up to date current thinking around safeguarding and be equipped with the skills and knowledge to undertake the role.	E	✓	✓
7.	Understand the implications of serious case reviews and school level actions, systems and processes.	E	✓	✓
8.	Have detailed understanding of early help and intervention and have a working knowledge of how local authorities conduct child protection work.	E	✓	✓
9.	Understand the safeguarding arrangements for when pupils access alternative provision.	E	✓	✓
10.	Understand safeguarding and child protection responsibilities relating to mental health and emotional wellbeing.	E	✓	✓
11.	Have a comprehensive understanding of the RSHE statutory requirements and the importance of a safeguarding approach to the curriculum.	E	✓	✓

			Assessed by:	
No	CATEGORIES	Essential/ Desirable	App Form	Interview/ Task
12.	Identify opportunities to deliver improvement.	E	✓	✓
13.	Have a comprehensive understanding of the complexities of risk as it applies to safeguarding.	E	✓	✓
14.	Have excellent written and verbal communication skills.	E	✓	✓
PERSONAL QUALITIES				
15.	An inspiring leader with personal drive and tenacity to motivate, empower and support individuals.	E	✓	✓
16.	Confident and willing to challenge traditional assumptions.	E	✓	✓
17.	Energetic, enthusiastic and resilient, along with being action and solution focussed.	E	✓	✓
18.	Politically sensitive in the complex environment of safeguarding.	E	✓	✓
19.	Committed to self-development and the development of others.	E	✓	✓
20.	Highly resilient and determined in the face of challenges.	E	✓	✓
21.	A strong commitment to the trust's values of 'Service, Teamwork, Ambition and Respect'.	E	✓	✓
22.	A strong commitment to supporting and promoting safeguarding, equality and diversity.	E	✓	✓
23.	Supportive of the mixed multi-academy trust model and ethos of the trust.	E	✓	✓
24.	Current driving licence and willingness to travel.	E	✓	✓