

## Job Description for the Post of Regional Safeguarding Lead

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**Reporting to:** Director of Safeguarding and Wellbeing

**Line Managing Responsibilities:** In collaboration with Academy Principals, Designated Safeguarding Leads (DSLs) within region

**Working with:**

- Academy Principals
- Designated Safeguarding Leads (DSLs)
- Academy Safeguarding Teams
- Other Regional Safeguarding Leads
- Local Authority Designated Officers (LADOs)
- Local Authorities (LAs)
- Local Children's Services Partnership (LCSP)
- External Agencies

**Job Purpose:**

Working collaboratively with other regional leads, the post holder will develop and embed excellent safeguarding and child protection culture. Ensuring consistent, high-quality practice to keep OHCAT learners safe and secure progress to achieve aspirational outcomes.

**Specific Responsibilities:**

**Leadership, Strategy & Safeguarding Culture**

- Be the safeguarding and child protection lead for a designated region within OHCAT, offering leadership, advice and guidance on all safeguarding and child protection matters.
- Actively promote the safeguarding and well-being of learners with moderate, severe, profound and multiple learning difficulties and disabilities, many of whom may communicate using behaviours of concern.
- Actively promote diversity, equity and inclusion, recognise and actively challenge stereotyping, prejudice and discrimination ensuring that these principles permeate all working practices.
- Understand the lasting impact that adversity and trauma can have, including on behaviour, mental health and wellbeing, and what is needed in responding to this in promoting exceptional educational outcomes for learners with SEND.
- Encourage a culture of listening to young people and taking account of their wishes and feelings, among all staff, in any measures taken to protect them.
- Ensure delivery of the safeguarding functions within OHCAT, including the wider role within partner Local Authorities are met.
- Actively encourage the sharing of best practice to promote continuous improvement across OHCAT schools and strengthen the cohesion of all DSLs.
- Advise senior colleagues of any concerns, including mitigating actions and solutions.
- To meet at least weekly online, and at least half termly in person as requested with the Director of Safeguarding and wellbeing to give feedback on regional progress and support collaboration across the Trust
- In addition to leading safeguarding within the assigned region, the role will contribute to wider organisational support, providing expertise to schools beyond the region when necessary and as directed by the Director of Safeguarding and Wellbeing.
- Deputise for the Director of Safeguarding and Wellbeing as appropriate.

**Compliance, Quality Assurance & Risk Management**

- Ensure that OHCAT is compliant with all statutory requirements and receive appropriate advice and guidance relating to safeguarding practices.

- Ensure effective compliance with protocols, systems and policies in place to secure the safety and wellbeing of all learners.
- Conduct termly reviews and annual audits to ensure learners are effectively safeguarded and protected.
- Collate and analyse data feeding into safeguarding dashboards to inform OHCAT's oversight of safeguarding and child protection.
- Identify and report areas of potential concern e.g. LADO referrals, CME and AP numbers.
- Contribute to the development of robust systems that enable identification of key trends and risks in safeguarding.
- Ensure referrals and interventions are progressed in line with OHCAT policy.
- Contribute to safeguarding reports to OHCAT's executives and trustees.
- Work with senior leadership and safeguarding teams to use data to quality assure and improve the safeguarding and PSHE curriculum.

### **Training, Development & Professional Support**

- Maintain the consistency of OHCAT policies and standardised operating procedures through consultation, advice, coaching and training.
- Ensure all staff within the allocated region have access to and attend appropriate safeguarding training.
- Act as a source of training, support advice and expertise to staff across the designated region on safeguarding cases.
- Develop training and resources as appropriate.
- Regularly review and support the safeguarding talent development plan including the development and enabling of subject matter experts across OHCAT.
- Facilitate peer auditing, joint working, sharing of resources and other mutual support arrangements
- Support school leadership teams with on-going 'lessons learned' and CPD training activities to ensure a culture of continuous improvement.

### **Partnership Working & Multi-Agency Collaboration**

- Develop partnerships with external agencies to promote the wellbeing and outcomes of all learners.
- Support DSLs with referrals to appropriate external agencies e.g. social services, prevent etc.
- Develop a working knowledge of how Local Authorities who place learners within your region conduct a child protection case conference and a child protection review conference.
- Attend and contribute to child protection case conferences when required to do so.

### **Additional notes**

- Job Descriptions are to be reviewed annually.
- The responsibilities listed above are the essentials of the post; it is always open to the postholder to propose ways of extending these responsibilities.
- This job description is not exhaustive and you may be asked to carry out other duties commensurate with the role.

### **Person Specification for the Post of Regional Safeguarding Lead**

The Person Specification shows the abilities and skills you will need to carry out the duties in the Job Description. Shortlisting is carried out based on how well you meet the requirements of the Person Specification. You should mention any experience you have had which shows how you could meet these requirements when you fill in your Application Form. If you are selected for interview, you may be asked also to undertake practical tests to cover the skills and abilities shown below.

<b>Area</b>	<b>Requirements</b>	<b>Essential/Desirable</b>
<b>Qualifications</b>	Qualified to degree level or equivalent	Essential

	Designated Safeguarding Lead or equivalent	Essential
	Qualified Teacher Status	Desirable
	Extensive, relevant training to the role of Regional Safeguarding Lead	Essential
<b>Experience</b>	Experienced in managing complex child protection cases and an ability to develop and maintain effective partnerships with both internal and external organisations.	Essential
	Experience of working with children with SEND and/or mental health difficulties.	Desirable
	Demonstrable evidence of developing and implementing strategies to help children and their families.	Essential
	Knowledge and experience of delivering training, coaching and mentoring.	Essential
<b>Skills and Knowledge</b>	Expert knowledge of legislation and guidance on safeguarding and working with young people, including the Children and Families Act (2014), KCSIE (2025) and other relevant legislation and guidance.	Essential
	Up to date knowledge of research and evidence-based practice models relevant to safeguarding.	Essential
	Working at a strategic level, at least at middle manager level, influencing decision-making and implementation.	Essential
	Awareness of local and national agencies that provide support for children and their families and skills to engage positively.	Essential
	Have a comprehensive understanding of the complexities of risk as it applies to safeguarding.	Essential
	Have an understanding of the RSHE statutory requirements and the importance of a safeguarding approach to the curriculum.	Desirable
	Have excellent written and verbal communication skills.	Essential
<b>Personal Qualities</b>	A commitment to promote the Equality and Diversity, Safeguarding and Health and Safety Policies and other OHC&AT policies.	Essential
	Relational: expert in valuing and managing relationships. Emotionally intelligent.	Essential
	Energetic, enthusiastic and resilient, along with being action and solution focused.	Essential
	Committed to self-development and the development of others.	Essential
	Proven ability to maintain the highest standards of confidentiality and work sensitively around those affected by safeguarding issues.	Essential
	Ability to work under pressure and prioritise effectively.	Essential
	Current driving licence and willingness to travel.	Essential

Orchard Hill College & Academy Trust is proud to be a Disability Confident Employer, committed to creating an inclusive and supportive workplace for all.

Orchard Hill College & Academy Trust endeavour to make any necessary reasonable adjustments to the job and the working environment to enable access to employment opportunities for disabled job applicants or continued employment for any employee who develops a disabling condition.

This **Job Description** and **Person Specification** is current but will be reviewed on an annual basis and following consultation with you, may be changed to reflect or anticipate changes in job requirements which are commensurate with the job title and grade in line with the school's changing needs.

In line with the statutory guidance in Keeping Children Safe in Education, the Trust reserves the right to request and review references **prior to interview** as part of our safer recruitment process. Any concerns raised will be followed up with the applicant before a recruitment decision is made.