

**PERSON SPECIFICATION**

|  |  |
| --- | --- |
| criteria | qualities |
| Qualifications and training | * GCSE (or equivalent) in English and maths
* Safeguarding Level 2 (DSL trained)
 |
| Experience | * Successful experience in a safeguarding or related role in a school or other relevant organisation;
* Experience of managing safeguarding in a school or other relevant organisation, including:
* Building relationships with children and their parents, particularly the most vulnerable;
* Working and communicating effectively with relevant agencies;
* Implementing and encouraging good safeguarding practice throughout a large team of people;
* Demonstrable evidence of developing and implementing strategies to help children and their families;
* Experience of handling large amounts of sensitive data and upholding the principles of confidentiality.
 |
| Skills and knowledge | * Expert 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;
* Excellent record keeping skills and attention to detail, in order to produce reports, take minutes of meetings, and document safeguarding concerns;
* Good IT skills;
* Effective communication and interpersonal skills;
* Ability to communicate a vision and inspire others;
* Ability to build effective working relationships with staff and other stakeholders.
 |
| 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.
 |

Finham Park School is committed to creating a diverse workforce. We will consider all qualified applicants for employment without regard to sex, race, religion, belief, sexual orientation, gender reassignment, pregnancy, maternity, age, disability, marriage or civil partnership.