



Knelle Road,
Robertsbridge, East Sussex
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www.robertsbridge.org.uk

SAFEGUARDING OFFICER

37 hours per week, term-time only + 4 weeks during school holiday periods, per annum

Salary: Single Status Grade 9, Points 23-25 (£30,740-£32,898 per annum, pro-rata)

Are you a caring, empathetic and supportive individual with expertise in the area of student welfare and safeguarding? If you have experience of working within a safeguarding setting and the ability to positively encourage and influence the learning of our students, we would love to hear from you.

As a Safeguarding Officer, you will be responsible for supporting the Designated Safeguarding Lead (DSL) in the effective management of safeguarding issues. You will also be required to work as part of the pastoral team to provide intervention and support for a key case load of high-profile vulnerable students.

In this role, you will:

- Co-ordinate the work of colleagues and external agencies, working with the DSL and pastoral support teams to allocate resource and support so that the team(s) working with vulnerable students provide effective support.
- Champion safeguarding and student welfare across the College, sharing best practice and ensuring that school policy is enacted in practice. Encourage a culture of listening to children and taking account of their wishes and feelings in any measures the College may put in place to protect them.
- Support the maintenance of accurate, detailed and up to date student Child Protection records and in-house documentation, managing these in accordance with the Data Protection Act.

To be successful in this role, you will have:

- Experience of working in a similar role or setting.
- Good interpersonal skills, excellent communication, listening and observation skills and the ability to build rapport, support, engage and motivate others.
- The ability to deal with difficult, sensitive or conflict situations with an empathetic approach.
- Knowledge of school policies relating to conduct, behaviour, attendance and dress code with a demonstratable understanding of confidentiality, safeguarding and child protection issues within a school setting.

Robertsbridge Community College is a welcoming and inclusive 11-16 school situated within a thriving village in a beautiful part of East Sussex. Staff at Robertsbridge are passionate and committed to providing the best possible experience for our fantastic students. The school is going through a period of change and improvement as we work tirelessly to further develop our work in response to our latest Ofsted report. Our intake is truly comprehensive, drawing from a large geographic area that includes both rural and urban environments. We cherish the diversity that this intake brings and believe that our young people can achieve great things.

You are more than welcome to come and see us prior to submitting your application. Please contact Hanna Stedman, HR Manager, for further details.

Closing date: 9.00 am on Friday 20 September 2024

Interviews will be held shortly after this date

We **do not** accept CVs.

East Sussex County Council is an authority committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Therefore, the postholder will be subject to an Enhanced Disclosure and Barring check.