Safeguarding, Welfare and Wellbeing Practitioner

Monday to Thursday 8.30 to 4.30, Friday 8.30 to 4.00, Term Time plus 5 days

NJC Scale – Point 19, £25,927 FTE, £22,176.40 actual

Temporary until 31/8/2023 with look to make permanent

Closing date 23rd May 2022 at Midday

We are seeking to appoint an **experienced**, enthusiastic, and hardworking practitioner to join our Safeguarding, Welfare and Wellbeing team in September 2022. This position is to cover Maternity and will be fixed term for 1 year, however there may be scope for the position to become permanent.

Duties and Responsibilities

* Manage the implementation of safeguarding and child protection policies and procedures, ensuring all safeguarding and child protection issues concerning children and young people are responded to appropriately.
* Receive, record and respond to information on CPOMS from anyone who has concerns about a child or young person. This includes:
  + - assessing and clarifying information
    - making referrals to statutory organisations as appropriate
    - consulting with and informing the relevant members of the organisation’s management
    - following the organisation’s safeguarding policy and procedures
    - liaising with, passing information to and receiving information from statutory child protection agencies such as the local authority, child protection services and the police
    - making formal referrals to agencies when necessary
* Store and retain child protection records according to legal requirements and the academy’s safeguarding and child protection policy and procedures.
* Work closely with the designated and deputy safeguarding leads to ensure they are kept up to date with safeguarding issues and are fully informed of any concerns about organisational safeguarding and child protection practice.
* Be familiar with and work within inter-agency child protection procedures developed by the local child protection agencies.
* Be familiar with issues relating to child protection and abuse, and keep up to date with new developments in this area.
* Attend regular training in issues relevant to safeguarding and share any relevant knowledge from that training with everyone who works or volunteers at the academy in the best interests of all the children and young people.
* Attend team meetings, supervision sessions and management meetings as arranged.
* Support all vulnerable children especially those with a social worker, monitor their attendance and wellbeing.
* Take the lead in ensuring that appropriate arrangements for keeping children and young people safe are in place at the academy.
* Promote the safety, welfare and wellbeing of all students, gaining Voice of the Child
* Engage fully in the academy appraisal process to fulfil personal potential and be able to participate effectively in the implementation of the academy’s goals and improvement plan.
* Attend meetings / training and carry out administrative tasks and duties as specified on the academy calendar.
* Consistently implement all academy policies.
* Contribute to decision-making and consultation procedures.
* Report any safeguarding concerns immediately to the Designated Safeguarding Lead.
* Carry out any other reasonable duties as requested by the Head teacher.