

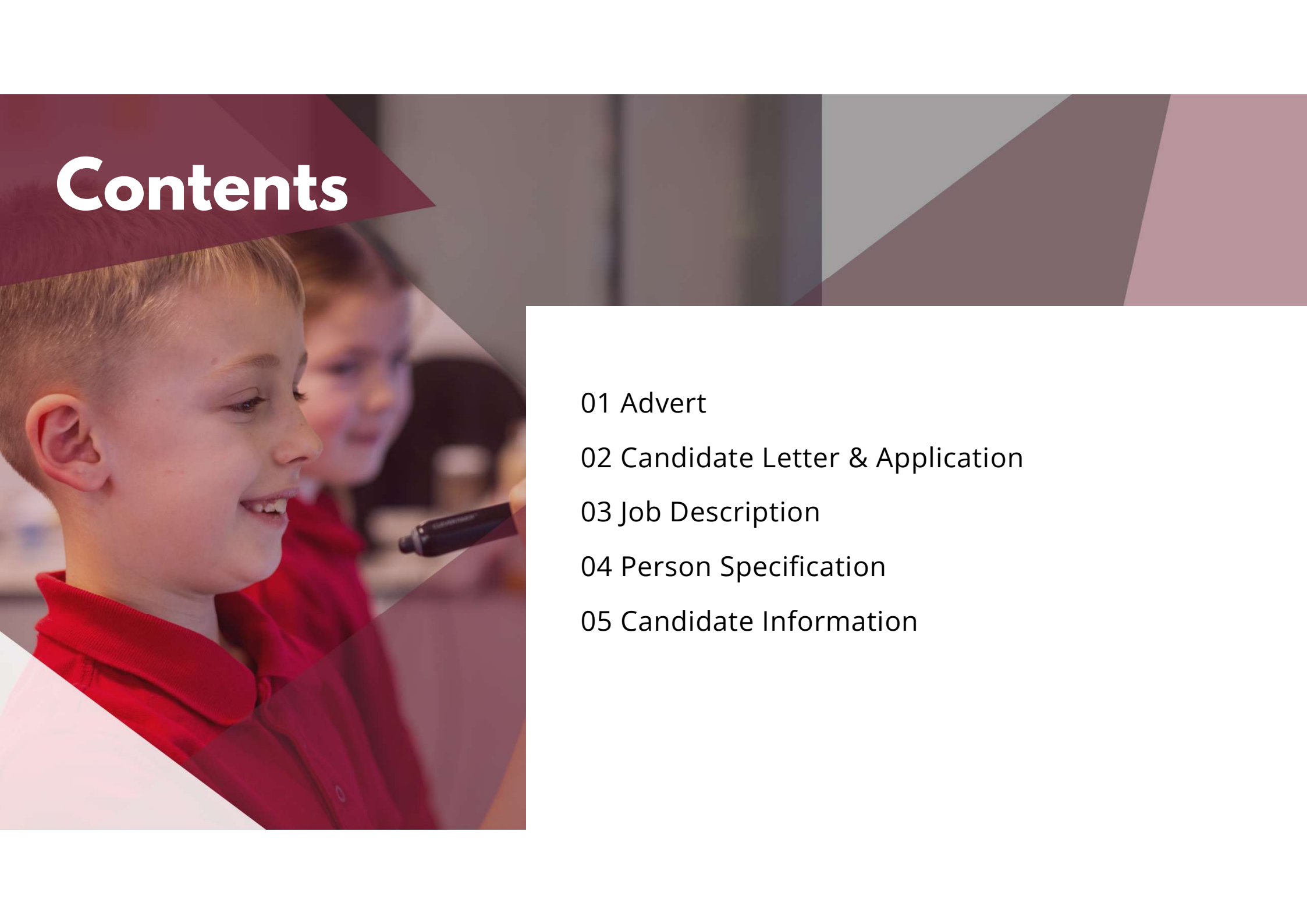


Equality and Achievement

Trust Safeguarding Lead

Candidate Information Pack

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Trust Safeguarding Lead

Redhill Academy Trust Pay Scale, Band 13

Scale point 61 - 65 - (£47,946.66 - £52,373.21)

37 hours per week - All Year round

Required to start October 2026

This is an exciting opportunity to lead safeguarding and child protection work across the Trust, including playing a key role in the strategic development of the Trust's approach to safeguarding.

The Redhill Academy Trust has 21 academies, consisting of both primary and secondary phase schools. The role would suit either an experienced and successful Safeguarding Lead, who is able to demonstrate the impact of their work and wider contribution to the work of others, or someone from a different professional background who can demonstrate the ability to learn rapidly, develop and deliver strategic planning and manage a team across a diverse range of settings. Redhill Academy Trust is also a member of Redhill College of Leadership and Development and as such there are excellent CPD opportunities. For further information please visit the website.

Benefits

- **Access to Local Government Pension Scheme**
- **Generous annual leave entitlement increasing with service, plus statutory holidays**
- **The opportunity to be part of a highly supportive and ambitious team**
- **Recognised continuous local government service for annual leave entitlement, Occupational Maternity/ Paternity pay**
- **Cycle to work Scheme**
- **Commitment to employee Health and Wellbeing including Employee Assistance Programme**
- **Employee benefits platform**

For further details regarding this post or the application process please contact HR on hr@redhillacademytrust.org.uk. To apply complete our on-line application form, please use the 'apply now' button.

As Redhill Academy Trust is committed to safeguarding children practices, any appointment will be subject to an enhanced DBS and Child barred list checks, candidate online search and successful references.

CLOSING DATE: 1st September 2026 at 12 noon

INTERVIEW DATE/S: TBC





Equality and Achievement



02

Candidate Letter & Application

Dear Colleague,

Trust Safeguarding Lead: Redhill Academy Trust Pay Scale, Band 13

Thank you for your interest in the post of Trust Safeguarding Lead at Redhill Academy Trust.

The closing date for applications is 1st September 2026.

To help you with your application, the following items are enclosed:

- Job Description
- Person Specification
- Candidate Information

If you would like to be considered for this post, please complete the online application form.

We are looking for a candidate who will have high expectations and lead safeguarding and child protection work across the Trust, including playing a key role in the strategic development of the Trust's approach to safeguarding.

Interview dates will be finalised in due course.

I look forward to receiving your application.

Yours sincerely,

Andrew Burns
Chief Executive



THE ROLE:

The role involves leading safeguarding and child protection work across the Trust, including playing a key role in the strategic development of the trust's approach to safeguarding

You will work with school leaders to ensure best practice, as well as advising on the technical and legal elements of safeguarding. Your role will require you to provide safeguarding supervision for DSLs, as well as providing our academies with up-to-date and expert advice, including leading network meetings.

You will work closely with the Director of Education Support, Regional Directors, Headteachers, school leaders (inc D/DSLs) and other colleagues in the central team to ensure a strong and robust safeguarding culture in all academies.

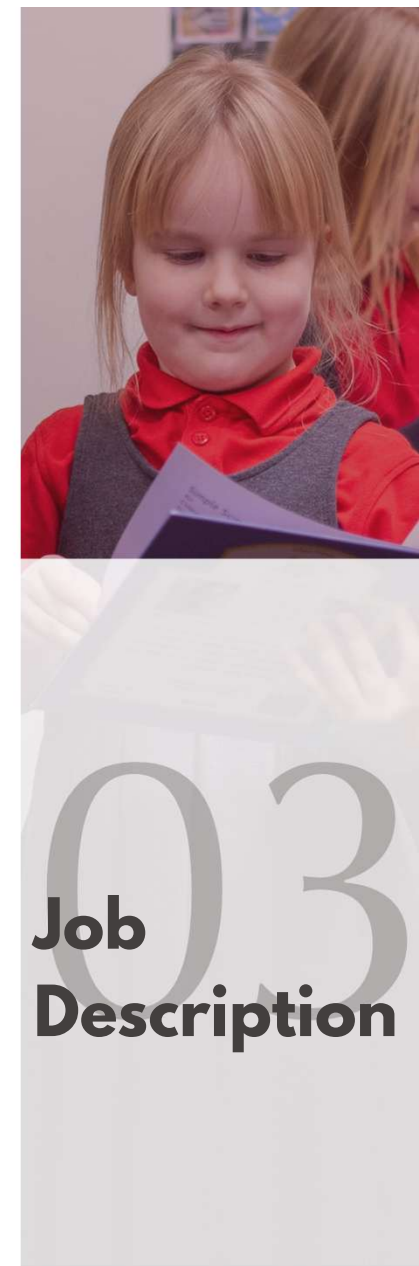
PARTICULAR RESPONSIBILITIES:

Safeguarding

- Ensure all academies in the Trust implement the requirements of national statutory guidance.
- Ensure all Trust safeguarding and child protection policies and procedures are compliant with changing national guidance and a changing landscape of risk.
- Check for effective implementation of Trust safeguarding policies and procedures, providing advice and guidance to senior staff in the Trust where necessary.
- Design and undertake a calendar of quality assurance activities in every school across the Trust. Report findings to the Headteacher, DSL, Director of Education Support and the Executive Trust Board safeguarding link. Follow up with the Regional Director where concerns are raised or shortcomings are evident. Engage with action planning and monitor to ensure timely and full completion of actions.
- To periodically carry out checks on academy safeguarding records to ensure that school procedures are robust and appropriate actions are being followed.
- Provide guidance and quality assurance of safeguarding incidents, including recording, categorisation and secure storage of safeguarding records and within academies so that there is consistency across the Trust.

Safeguarding continued

- To use the Trust safeguarding 'spotlight' portal to proactively identify emerging safeguarding issues. To then address this with senior staff across the Trust.
- Work with the Director of Education Support to hold leaders to account for providing high quality safeguarding practice in all academies.
- Be an important point of contact for Headteachers, central Trust staff and Designated Safeguarding Leads for advice if they are concerned about a child protection or safeguarding issue. This may occasionally require being available outside of the normal school day when required.
- Provide guidance and support to headteachers in any safeguarding issues related to low level concerns and/or LADO referrals in conjunction with HR.
- Work with HR and academy staff to ensure the SCR is up to date and compliant.
- In liaison with HR ensure that all academies comply with safer recruitment procedures and that induction includes a specific focus on safeguarding.
- Help prepare schools for an Ofsted inspection and to support the DSL/wider safeguarding team through the inspection when it happens.
- Attend and contribute to the Trust Education Team meeting.
- Facilitate network meetings for DSL/DDs, and ensure the safeguarding SharePoint site is maintained with updates to national guidance, audit tools, agendas, etc.
- Develop and deliver a comprehensive training programme for staff, trustees, governors and senior staff across the Trust to ensure the Trust meets its safeguarding responsibilities.
- Take responsibility for own CPD to ensure that the Trust is up to date with national legislation.
- Engage with local and national networks to further own professional expertise.
- Provide safeguarding supervision to DSL's advising on safeguarding matters, referrals and escalation processes and embed supervision arrangements in the academies.
- Line manage the RLE's for safeguarding
- Contribute to the Trust approach to mental health for students, providing guidance and support to mental health leads across the Trust.
- Support where necessary the appointment of responsible/designated professionals at academy level.
- Undertake the safeguarding element of due diligence activities for prospective academies when required.





Policies

- To retain an oversight of (non-employment) policies needed by Trust academies either by legislation or Ofsted requirements.
- Periodically conduct audits and reviews to ensure that all academies' policies are up to date and compliant.
- Periodically audit Trust academies' websites for compliance.
- To keep up to date with the latest policy requirements from the DfE, Ofsted and other legislation.
- Lead the development and updating of Trust academy policies as necessary.

General

- Actively support the Trust's policies and procedures.
- Undertake any other duties which might be reasonably regarded as within the responsibilities of the post, subject to the proviso that any changes of a permanent nature shall be incorporated into the job description in specific terms.
- Contribute to the overall aims and ethos of the Trust and establish constructive relationships with the Trusts academies and other agencies as appropriate to the Trust Safeguarding and Child Protection lead.

Whilst every endeavour has been made to outline all the duties and responsibilities of the post, this document does not specify every item in detail.

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Person Specification

The skills, qualifications, attitudes and associated professional experiences essential for the role of Trust Safeguarding Lead are:

REQUIREMENT	ESSENTIAL	DESIRABLE
QUALIFICATIONS		
A relevant qualification in education, social work or a related field	✓	
DSL trained	✓	
Safer Recruitment Training	✓	
Degree		✓
EXPERIENCE AND KNOWLEDGE		
Direct experience in a child protection/safeguarding arena	✓	
In-depth knowledge of statutory and non-statutory guidance to schools and academies on safeguarding, including safer recruitment	✓	
Understanding of the linkage between safeguarding, attendance, behaviour, Special Educational Needs and/or alternative provision and evidence of successful engagement to reduce risks in these areas	✓	
Knowledge of multi-agency partnership procedures and thresholds	✓	
Experience of working with confidential and sensitive material and information, in line with data protection legislation	✓	
Experience in writing/embedding policies related to child protection and safeguarding		✓
Experience of providing safeguarding supervision to Designated safeguarding practitioners		✓
Previous experience of leading/advising schools/academies or other children's settings on child protection and safeguarding	✓	
Experience of preparing Board or equivalent management papers/reports		✓
Experience as a DSL in a state school		✓
Experience of contributing to a school's safeguarding curriculum		✓
SKILLS		
Ability to influence stakeholders at all levels	✓	
Ability to devise and deliver research-based CPD to a range of audiences	✓	
Ability to recognise and challenge poor practice and offer solutions	✓	
Ability to work sensitively with all those affected by issues of safeguarding	✓	
A methodical and efficient approach to tasks with the ability to work on own initiative	✓	



Location

Redhill Academy Trust, Central Offices, William Lee Centre, Flatts Lane, Calverton, Nottingham, NG14 6JZ and throughout the 21 schools and academies therein.

Primary Academies

- Robert Mellors Primary Academy
- The Carlton Junior Academy
- The Carlton Infant Academy
- Tupton Primary and Nursery Academy
- North Wingfield Primary and Nursery Academy
- Scarcliffe Primary School
- Palterton Primary School
- Duckmanton Primary School
- Hunloke Park Primary School
- Arkwright Primary School
- Farmilo Primary School and Nursery

Secondary Academies

- The Redhill Academy
- The Carlton Academy
- The Oakwood Academy
- Park Vale Academy
- Hall Park Academy
- Tupton Hall School
- Brookfield Community School
- Colonel Frank Seely Academy
- South Nottinghamshire Academy
- The Bolsover School



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Candidate
Information