



DESIGNATED SAFEGUARDING LEAD (DSL)

GRADE: 10 (Points 20 – 23)

Salary: £33,034 to £36,239

**Contract: 37 hours per week, all year round,
fixed term until July 2025**

Start Date: TBC

CANDIDATE INFORMATION PACK



What is included in this pack?

Within this pack, you will find both information and advice on applying for a role with Esteem Multi-Academy Trust including:

- Welcome from the CEO
- About Esteem Multi-Academy Trust
- About the School
- Job advertisement
- Job description and person specification
- Safeguarding and checks
- Application process and timeline

Welcome from Esteem Multi-Academy Trust



Dear applicant,

Thank you for your interest in Esteem Multi-Academy Trust (MAT). The DSL position presents a fantastic opportunity for somebody who shares our values and beliefs to join our team at a very important time.

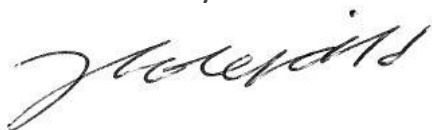
Esteem South Academy is an Alternative Provision Academy in South Derbyshire, catering to children aged from 5 to 16 with a wide variety of social emotional and mental health needs and disabilities.

If you think you have got what we are looking for, we look forward to receiving your application for consideration.

For further information, please contact Gareth Allen, Executive Headteacher on 01283 550667 via email at headteacher@esteemsouthacademy.co.uk or visit our website at <https://www.esteemmat.co.uk/vacancies/>. Please use the relevant application form on the MAT website; CVs alone will not be accepted.

I wish you well in your application.

Yours faithfully



Julian Scholefield
Chief Executive Officer

About Esteem Multi-Academy Trust

Esteem MAT was formed in 2018 and now consists of thirteen academies from the East and West Midlands. Many of our pupils have special educational needs and/or disabilities or are disadvantaged. Therefore, inclusion is our watchword, and our vision is for Esteem to be a learning community of excellence for SEND and alternative provision in the Midlands. However, we want mainstream schools to join us too as they have many pupils with SEND or who are disadvantaged. We want all our pupils to achieve their full potential whatever type of school they attend.

Our vision is to be a Trust that:

- Leads and supports our academies to provide the highest standards of education and development for all our pupils
- Enables academies with a shared sense of purpose to benefit from alignment whilst maintaining individuality
- Provides a strong, collective voice for our academies at a local and national level
- Delivers support and SEND expertise to our academies and other schools and local authorities

Our vision will be delivered via our three core strategic aims. Everything we do should be ultimately focused on doing these three things well:

- We will provide an ambitious, inspirational, bespoke education, setting the foundation for the future and ensuring our young people are ready for the world.
- We will deliver high standards and value for money from our support services, resources, estate and technology.
- We will invest in and support our people, exploiting opportunities for collaborative, continual professional development, sharing of expertise and best practice
- Our people are our most valuable resource. We invest in them by providing high-quality specialist training, and opportunities to collaborate and develop their careers within Esteem.

We greatly value each school's unique identity, which reflects the diverse needs of the pupils. It is also important to us that our pupils feel they belong to their school community. This is why we believe that our schools need strong leaders and governors who understand their local context. Being part of a family of schools in a trust brings the added benefits of support and collaboration. We know that sharing ideas and working together are the best ways for our schools to continue to improve for the benefit of all our pupils.

Welcome from the Executive Headteacher



Dear applicant,

By becoming the DSL for Esteem South Academy, you have a fundamental impact on the educational journey of our students, where education is a synthesis of innovation and inclusion. We are dedicated to unleashing your potential, nurturing your talents, and developing you to become an inspiring part of our community to achieve success in all its forms.

As architects of ambition, we sculpt an educational experience that champions potential and promise. Our dynamic and inclusive learning environment, combined with personalised support and research-driven strategies, is not merely an education; it's a transformation. We're not just teachers; we're leaders, raising the B.A.R.

With us, your vocation is remarkable and filled with discovery, growth, and opportunities. Join us in creating a future where your journey leads to a fulfilling and successful career. Your potential knows no bounds here. You will have the autonomy to make the role your own whilst having a supportive and encouraging team behind you every step of the way.

We welcome applications from candidates who, having read the application pack, feel they have the necessary skills and experience to fulfil this role. The closing date for applications is 12 July 2024 at 23:59.

Interviews will be held during week commencing 15 July 2024. I look forward to discussing the role further with you.

Kind regards



Mr Gareth Allen
Executive Headteacher
Fountains High School and Esteem South Academy

About Esteem South Academy

At Esteem South Academy (ESA), situated in the heart of South Derbyshire, we embark on a transformative journey unlike any other. From humble beginnings, we've emerged as a beacon of holistic education, committed to re-engaging vulnerable children back into learning and fostering their success in a supportive environment.

ESA stands as an Alternative Provision Academy, dedicated to serving pupils at risk of permanent exclusion, or those who have faced exclusion from mainstream schools. Collaborating closely with local primary and secondary institutions, we offer short-term placements to prevent permanent exclusion, recognising the importance of providing every child with equitable access to education.

Our vision for Esteem South Academy is clear: to establish a premier educational institution that nurtures the holistic development of every student. We firmly believe that all children, especially the most vulnerable in our community, deserve access to high-quality education. Our goal is to empower each child with the knowledge and skills necessary for successful reintegration into mainstream education, or for Key Stage 4 pupils, seamless transition into further education, training, or employment opportunities.

Our core aims encapsulate our commitment to excellence:

- Re-engaging vulnerable children back into education.
- Delivering high-quality teaching and learning experiences.
- Eliminating barriers to learning by addressing individual needs.
- Implementing diagnostic pathways that emphasize lifelong learning skills, enabling children to fulfil their potential.
- Facilitating supportive reintegration back into mainstream provision or facilitating progression into further education, training, or employment.

At Esteem South Academy, we are dedicated to unlocking the potential within each student, providing them with the tools to thrive academically, socially, and personally. We invite you to join us in this remarkable journey of growth and achievement. For further insights and to explore the extraordinary opportunities at Esteem South Academy, we welcome you to visit our website and embark on this transformative adventure with us.

<https://www.esteemsouthacademy.co.uk>

Help us as we raise the B.A.R for our students; let's paint the canvas of boundless potential and success.



The advertisement

Job Title: Designated Safeguarding Lead

Locations: Esteem South Academy, DE11 0TW

Grade/Scale: Grade 10 Points 20 – 23 Salary £33,034 to £36,239

Start date: TBC

Contract: 37 hours per week, all year round, fixed term to July 2025

Esteem South Academy: Raising the B.A.R.

Esteem South Academy is more than just a school; it's an extraordinary journey of learning and growth. We are a vibrant Alternative Provision Academy within the Esteem Multi Academy Trust, situated in the heart of South Derbyshire.

We don't just deliver education; we create rich and engaging experiences that empower our students to thrive. Right now, we're searching for a DSL to ensure our students are able to reach their potential.

This is your chance to make a lasting impact on the lives of our learners, fostering a safe, supportive and successful environment.

As a leader, you'll play a pivotal role in securing a journey that surpasses the ordinary. You'll have the opportunity to shape our practices that will allow our students to reach their full potential. Our brilliant students have an insatiable curiosity, matched only by their boundless energy and independent spirit. They deserve an exceptional leader who can navigate their challenges, nurture their talents, and guide them on their journey to academic greatness.

Under the guidance of the Esteem MAT's Executive Headteacher and Head of School, you'll find a collaborative and supportive environment. While experience within a school setting is a plus, it's not essential – we're committed to developing expertise within our team. **A secondment may be considered for this role subject to Headteacher agreement.**

Join us on this exciting adventure, and you'll benefit from a competitive package including the Local Authority Pension Scheme, access to the Westfield Health wellbeing service, and a comprehensive program of professional development. Make a difference in a place where learning knows no bounds. For further information, please contact Deb Dolman, School Business Manager, on 01283 247580 via email at ddolman@esteemsouthacademy.co.uk or visit our website at <https://www.esteemmat.co.uk/vacancies/>. Please use the relevant application form on the MAT website; CVs alone will not be accepted.

Closing date for applications: 12 July 2024 (23:59)

Interview date: WC 15 July 2024

Esteem South Academy reserves the right to interview before the closing date and to close the vacancy upon suitable appointment

Esteem Multi-Academy Trust is committed to safeguarding and promoting the welfare of all its students. We expect all staff, volunteers and agency staff to share this commitment. The successful candidate will be required to undertake a Disclosure and Barring Service (DBS) check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.

Job description and person specification

Job Description: Designated Safeguarding Lead Esteem Multi-Academy Trust

Post Title	Designated Safeguarding Lead
Location	Esteem South Academy, DE13 0HB
Purpose	<p>The DSL will take lead responsibility for safeguarding and child protection across the academy (including online safety). They will take part in strategy discussions and inter-agency meetings, and contribute to the assessment of children.</p> <p>They will advise and support other members of staff on child welfare, safeguarding and child protection matters, and liaise with relevant agencies such as the local authority and police.</p> <p>They will be supported in their role by other senior leaders who act as deputy designated safeguarding leads, who will support in their absence, and the Student Support Team.</p> <p>Some safeguarding activities may be delegated to deputies, but the DSL will retain ultimate lead responsibility for safeguarding and child protection.</p> <p>Working closely with our dedicated staff, you will foster a dynamic and nurturing learning environment that empowers our students to re-engage in education and to excel on their academic journeys.</p> <p>This is an exciting opportunity for a passionate and experienced leader to make a significant impact on the lives of our talented students.</p> <p>Lead the development and implementation of a system for tracking and reporting student attendance and behaviour.</p> <p>Oversee the process of attendance and behaviour data collection, analysis, and reporting.</p> <p>Champion the use of attendance and behaviour data to inform positive student outcomes.</p>
Reporting to:	Head of School
Responsible for:	<ul style="list-style-type: none"> Under the direction of the Executive Headteacher and Head of School (HoS) will be responsible for providing the leadership and management of the Academy in line with the vision of Esteem MAT and will manage the day-to-day running of the school. Work closely with the Exec HT and HoS to implement the school's strategic vision. Managing the Academy's operations; student affairs, staff management, and parent and community engagement to ensure the

	<p>effective and efficient running of the School.</p> <ul style="list-style-type: none"> • With the HoS manage middle leaders, developing and embedding a professional culture amongst all staff at the school. • Work with the local governing board/board of trustees and executive headteacher to keep them informed of the behavioral and pastoral performance of the Academy, giving them what they need to provide support and challenge. • Ensure that staff and pupils have the appropriate support and resources to enable teaching and learning to be effectively delivered. • Ensure that pupils are given appropriate academic and behavioural support and that their health and physical well-being are being catered for. • Undertaking and maintain commissioning agreements and holding half-termly reviews.
Liaising with:	Senior Leadership Team
Working Time:	37 hours per week
Salary/Grade:	DCC10 Salary £33,034 to £36,239
Disclosure level	Enhanced
To Achieve the Above	<ol style="list-style-type: none"> Responsibilities <ol style="list-style-type: none"> 1.1. To implement the values, vision and mission in accordance with the school's philosophy and policies. 1.2. Act as a critical friend to the Exec HT, demonstrating high standards of personal integrity, loyalty, discretion, and professionalism and publicly supporting all decisions of the Executive Headteacher, Governing Body, and Multi-Academy Trust. 1.3. Set and communicate high expectations, promoting individual and community aspirations. 1.4. Put in place strategies to ensure high standards of behaviour and attendance, as well as to reflect the Academy's agreed-upon values in responding to the needs of vulnerable individuals. 1.5. Create and sustain a positive culture, and treat all people fairly, equitably, and with dignity and respect. Manage conflict effectively while aiming for positive outcomes. 1.6. Create and sustain a culture of high expectations and aspirations for themselves and others, taking appropriate action when performance is inadequate and providing and receiving effective feedback. 1.7. Recognise responsibilities and celebrate the accomplishments of individuals and teams. 1.8. Interviewing and hiring candidates for teaching positions based on their qualifications and their fit with the school community. 1.9. Assisting with the implementation of new policies at the school and communicating any changes to parents and staff.

- 1.10. Have regard for their own and others' well-being, managing their workload to promote a healthy work-life balance, and encouraging and enabling others to do the same.
 - 1.11. Help to develop the education system by sharing best practices, collaborating with other Academies, and promoting innovative initiatives, particularly with other Trust Academies.
 - 1.12. Create and present to a variety of audiences, including governors, parents, and carers, a coherent, understandable, and accurate account of the Academy's performance.
 - 1.13. Oversee the organisation of promotional, parental, and student events for the school and its programs, such as progress evenings or fundraisers.
 - 1.14. To work in close partnership with parents, carers and other stakeholders.
 - 1.15. To ensure in all situations the collaborative nature of working between non-teaching staff, support services and parents.
 - 1.16. To maintain an inclusive and orderly learning environment through the effective management of resources, lesson planning and positive behaviour support.
 - 1.17. Attend meetings as appropriate related to school development, pupils and curriculum.
 - 1.18. Play an active role in own performance management and professional development including taking actions agreed at review meetings.
- 2. Organisation**
- 2.1. To be in charge of maintaining and developing a broad, balanced, and cohesive curriculum that is appropriate for all students and adheres to national guidelines.
 - 2.2. Ensure that the curriculum is reviewed, evaluated, and applied on a regular basis.
 - 2.3. Create and maintain effective strategies and procedures for new employee orientation, professional development, and performance evaluation.
 - 2.4. Ensure effective team and individual work planning, allocation, support, and evaluation, including clear task delegation and devolution of responsibilities.
 - 2.5. Be in charge of the Academy's day-to-day operations. Overseeing the overall operation of the school, and supervising staff.
 - 2.6. In collaboration with the Executive Headteacher, develop and implement clear, evidence-based improvement plans and policies for the Academy and its facilities.
 - 2.7. Ensure that policies and practices consider national and local circumstances and promote effective performance management processes with all employees.

	<p>2.8. Collaborate with the Executive Headteacher to assist them in fulfilling their statutory obligations by providing objective professional advice and regular updates on the Academy's progress.</p> <p>2.9. Effective planning and assisting the Executive Headteacher and Governing Body in the development of school-based indicators as a basis for monitoring and evaluating educational performance and resource use.</p> <p>2.10. To supervise the work of teaching staff and non-teaching staff and support them in the organisation and implementation of appropriate work with the pupils.</p> <p>2.11. To maintain records of assessment and collect appropriate data, pupil education programmes and plans, risk assessments and positive behaviour records as required by the school.</p> <p>3. Links</p> <p>3.1. Collaborate with the Exec HT to assist them in fulfilling their statutory obligations by providing objective professional advice and regular updates on the Academy's progress.</p> <p>3.2. Help to develop the education system by sharing best practices, collaborating with other Academies, and promoting innovative initiatives, particularly with other Trust Academies.</p> <p>3.3. To attend regular review meetings with parents.</p> <p>3.4. To promote the ethos of integrated working by liaison with a range of professionals as required.</p> <p>3.5. To organise, deliver and take part in in-service training and maintain professional development and review as required.</p> <p>4. General</p> <p>4.1. Create and sustain a positive culture, and treat all people fairly, equitably, and with dignity and respect. Manage conflict effectively while aiming for positive outcomes. (This responsibility could fit into either the "Responsibilities" or "General" category, but I've placed it in "Responsibilities" for clarity.)</p> <p>4.2. To be familiar with the relevant LA policies e.g., equal opportunities, anti-racism, inclusion, and anti-sexism and explore ways of putting them into practice in school.</p> <p>4.3. To be familiar with relevant whole-school policies and implement them within the school.</p> <p>4.4. To undertake other reasonable duties and responsibilities as may be determined in consultation with the Executive Headteacher and the Head of School.</p>
Other Generic Responsibilities:	<ul style="list-style-type: none"> • Represent and promote the ethos and values of Esteem Multi-Academy Trust • To take and be accountable for all decisions made within the parameters of the job description

	<ul style="list-style-type: none"> • Participate in performance management and training and activities that contribute to personal and professional development. • Actively promote and act at all times in accordance with the policies of the MAT e.g. Safeguarding, Health and Safety, Equal Opportunities • Provide a high standard of customer service in all dealings internal and external to the MAT • Whilst every effort has been made to explain the main duties and responsibilities of the post, each task undertaken may not be identified. • Employees will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified in this job description • The MAT will 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
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The MAT will 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.

The postholder will comply with Health and Safety requirements and specifically will take reasonable care of him/herself and other persons who may be affected by his/her acts or omissions at work (Health and Safety at Work Act 1974), and other relevant employment legislation and school policies. The Headteacher and governing body reserve the right to amend the job description at any time after consultation with the post-holder.

This job description is current at the date shown, but, in consultation with you, may be changed by the CEO to reflect or anticipate changes in the job commensurate with the grade and job title.

Person Specification: Designated Safeguarding Lead

PERSONAL QUALITIES	
Essential	<ul style="list-style-type: none"> • Strong Leadership with strategic and operational decision-making skills • Solution driven • Passion for Inclusive Education • Ability to show initiative and adaptability • Resilient, patient, empathetic and emotionally intelligent • Excellent communicator with a collaborative Nature • Innovative and creative • Exemplify the Nolan Principles of Public Life
QUALIFICATIONS AND EXPERIENCE	
Essential	<ul style="list-style-type: none"> • Experience in senior leadership • Evidence of relevant training within the past 2 years • A commitment to undertake further relevant training • Knowledge of appropriate behaviour management techniques for children and young people with SEN, communication difficulties and challenging behaviours
Desirable	<ul style="list-style-type: none"> • A track record of successful leadership, including academic achievements and positive changes in school culture, is highly desirable. • An understanding of curriculum development, timetabling instructional strategies, and educational assessment is vital to support and enhance the school's academic programs. • Experience teaching SEN children in a mainstream class/special school setting • Demonstrate a clear understanding of equal opportunities, particularly issues relating to special needs • Experience working with SLD/MLD/ASC/PMLD pupils
KNOWLEDGE AND ABILITIES	
Essential	<ul style="list-style-type: none"> • Strong verbal and written communication skills are necessary for interacting with students, parents, staff, and other stakeholders. • The ability to handle crises, emergencies, and other unforeseen situations is crucial for maintaining the safety and stability of the school. • The ability to develop and implement a strategic vision for the school's future is essential. • Safeguarding and Child Protection Awareness • Communicate professionally and confidently with colleagues, other professionals and families • Ability to contribute effectively to school self-review • Knowledge of the EHCP review process • Proven ability to work on own initiative, be well organised, prioritise effectively and achieve results against deadlines
Desirable	<ul style="list-style-type: none"> • Designated Safeguarding Lead Training • Be an innovative and creative thinker • Be a team player with a good sense of humour • Excellent communication skills – tactful, patient and sensitive • Having a working knowledge of formative and summative assessment for pupils with social emotional and mental health difficulties.

Safeguarding and checks

Esteem Multi-Academy Trust is committed to safeguarding and promoting the welfare of all its students. We expect all staff, volunteers and agency staff to share this commitment. The successful candidate will be required to undertake a Disclosure and Barring Service (DBS) check. The possession of a criminal record will not necessarily prevent an applicant from obtaining this post, as all cases are judged individually according to the nature of the role and information provided.

Esteem Multi-Academy Trust's Safeguarding Policy applies to all adults, including volunteers and agency staff, working in or on behalf of the MAT.

Each student's welfare is of paramount importance. We recognise that some children may be especially vulnerable to abuse e.g. those with special educational needs and disabilities, those living in adverse circumstances. We recognise that children who are abused or neglected may find it difficult to develop a sense of self-worth and to view the world positively. We recognise that some children who have experienced abuse may harm others. We will always take a considered and sensitive approach so that we can support all students within our academies.

The MAT pays full regard to the DfE 'Keeping Children Safe in Education September 2023 guidance. We ensure that all appropriate measures are applied in relation to everyone who works for the MAT who is likely to be perceived by the students as a safe and trustworthy adult including volunteers and agency staff. As part of our safer recruiting practises, we scrutinise applicants; verify their identity, and academic or vocational qualifications, obtain professional and personal references, check full employment history and ensure the applicant's health and physical capacity are suitable to undertake the role. Interviews and DBS checks are also undertaken.

This post is exempt from the Rehabilitation of Offenders Act 1974 and therefore all convictions, cautions and bind-overs, including those regarded as "spent" must be declared.

If you are currently working with children, either paid or voluntary, your current employer will be asked about disciplinary offences, including those related to children or young people (whether a disciplinary sanction is current or time-expired), and whether you have been the subject of any child protection allegations or concerns and, if so, the outcome of any investigation or disciplinary proceedings.

If you are not currently working with children, but have done in the past, that previous employer will be asked about these issues.

Where neither your current or previous employment has involved working with children or young people, your current employer will be asked about your suitability to work with children and young people, although it may be answered "not applicable", where appropriate, if your work has not brought you in to contact with children or young people.

Application process and timeline

To apply, please visit our website at <https://www.esteemmat.co.uk/vacancies>.

After the closing date, shortlisting will be conducted by a panel that will match your skills and experience against the criteria in the Person Specification. You will be selected for an interview purely on your application form, so please ensure that you read the Job Description and Person Specification carefully before you complete your application form.

All candidates invited to the interview and assessment day must bring the following documents; original documents only, copies will not be accepted:

- Documentary evidence for your right to work in the UK
- Documentary evidence of identity which meets the DBS requirements i.e. current photocard driving licence including a photograph and/or a passport and/or a full birth certificate
- Documentary proof of current name and address i.e. utility bill, financial statement etc.
- Where appropriate, documentation evidencing a name change
- Educational or professional qualifications that are necessary or relevant for the post

Further information relating to DBS check documentation requirements can be found on the Government website at <https://www.gov.uk/guidance/documents-the-applicant-must-provide>.

If you are not the successful candidate, all your personal information will be destroyed, in a secure way, in line with General Data Protection Regulations (GDPR May 2018) guidelines.

References will be sought for shortlisted candidates for any central office-based positions and we may approach previous employers for information to verify experience or qualifications before the interview. Any relevant issues arising from references will be discussed at the interview.

Your completed application form and supporting letter should address and evidence the essential and desired criteria in the Person Specification.

Closing date for applications: 12 July 2024 (23:59)

Interview date: WC 15 July 2024

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