

Recruitment Pack

Deputy Designated Safeguarding Lead

ALWAYS
LEARNING

Introduction

Dear Applicant,

Thank you for your interest in the role of Deputy Designated Safeguarding Lead in Scott Medical and Healthcare College. Scott Medical and Healthcare College joined Greenshaw Learning Trust (GLT) on 1st January 2021.

This is a unique and exciting opportunity for an experienced and motivated individual who is committed to the health, wellbeing and safeguarding of young people. You must have a desire and determination to make a significant contribution to the outcomes of students within a GLT school in Plymouth and further contribute to the life chances of the young people in the school and across the Trust.

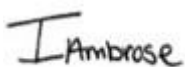
The Greenshaw Learning Trust is a 'family' of like-minded schools, that collaborate to provide mutual support, share their good practice, and learn from each other, whilst retaining and developing their own distinctive character.

The Greenshaw Learning Trust website provides a clear picture of our aspirations and our vision for schools within the Trust; however, please do not hesitate to contact us to seek further information - www.greenshawlearningtrust.co.uk.

We very much look forward to receiving applications from candidates whose personal qualities, values and experiences support and reflect our own.

If you would like an informal conversation about this role, please contact Naomi Leech, Acting Headteacher via email nleech@scottcollege.co.uk

Please find enclosed a recruitment pack and we look forward to receiving your application



Isabel Ambrose

Assistant Director of Secondary Education, GLT

Greenshaw Learning Trust – About us

The Greenshaw Learning Trust is a successful multi academy trust that provides high quality comprehensive, non-selective and inclusive education. The Trust is committed to meeting the needs of every student and our schools offer a broad curriculum and wide range of special needs provision in a welcoming and challenging environment.

We are extremely proud of our success, but we are not complacent. We believe that we can – as an academy trust, as schools and as individuals – always improve.

Each school in the Greenshaw Learning Trust is led by its own leadership team and a local governing body, who have the support of the wider Trust to help them achieve their objectives for their school. Being part of the Trust provides our schools with an effective structure to ensure that they achieve real benefits from collaboration and receive the support that they need. Our culture of trust and openness fosters mutual support and continual improvement.

School-to-school collaboration is enabled by regular contact between school leaders and joint training and development, supplemented by a shared service team of specialist pedagogical and support service experts. Our shared services provide a wide range of effective, rapid and flexible support, advice and guidance to our schools, including curriculum support, staff training and development, admissions, attendance, behaviour, safeguarding and SEND, family liaison, therapies, data management, estates and facilities, finance, HR, catering, and governance.

From its establishment in 2014, the Trust has grown significantly and currently employs around 2,150 people and educates over 14,000 students. We have approval to open a new secondary school and secondary special school in South London and we are planning to grow further over the coming months and years.

The Greenshaw Learning Trust Mission Statement

We are ambitious for our schools and their students. We believe that there is no ceiling on what can be achieved by anyone, regardless of their circumstances or background.

We are committed to providing a supportive and inclusive learning environment, giving every young person the opportunity to fulfil their potential now, and in the future.

We seek to realise the power of individuals and organisations working together in collaboration whilst retaining their individuality, and we recognise that we can always improve.

Scott Medical and Healthcare College – About us



Scott Medical and Healthcare College is situated in the vibrant waterfront city of Plymouth in the South West, which is packed full of historical interest, cultural attractions and set in an area of outstanding natural beauty with easy access to several national parks and award winning blue flag beaches.

We are a relatively new social, health and medical care studio school for 13 – 19-year-olds and welcomed our first cohort of students in September 2017. We moved into our brand new, selfcontained and purpose built, medical centred facility in September 2018. Our staff and students benefit from the modern specialist teaching and science rooms which houses specialist equipment, mentoring and coaching suites and a fitness gym. Our Ofsted inspection graded the school as “Good” and the full report can be accessed via the following website address:
<https://scottcollege.co.uk/ofsted-report-2020>

Medicine and health and social care is one of the largest employment sectors in the region and the demand for skilled entrants into employment remains high. We work in close partnership with Plymouth University’s Faculty of Health: Medicine, Dentistry and Human Sciences, University Hospitals Plymouth NHS Trust and Livewell Southwest to bring about a new approach to learning, blending traditional teaching with real, project-based learning and work experience.

We aim to inspire students with a thirst for learning, a drive to succeed and a curiosity to learn, develop and care. Our vision is for a school providing the medical and healthcare professionals of the future, transforming the life chances of all of our young people. We shall provide an education which will enable students to enter higher education and the job market with key specialist medical and healthcare experience as well as having the work experience, skills and attitudes which will enable them to move into employer or higher education and become valued staff to prospective employers.

Greenshaw Learning Trust Employee Benefits

The Greenshaw Learning Trust recognises that our employees are our most important asset, and we are aware that the quality and commitment of our employees is critical to our success. We offer all our employees the following staff benefits:

- A supportive ethos and concern for the well-being of all colleagues.
- Excellent CPD opportunities and career progression.
- Employer Contributions to Local Government Pension Scheme.
- Cycle to work scheme.
- Gym membership scheme.
- Employee Assistance Programme.
- Eye Care Voucher scheme.
- Childcare Voucher Scheme
- Car Benefit Scheme
- My Health discounts

Terms and Conditions

Line Managed by:	Designated Safeguarding Lead (DSL)
Line Management:	N/A
Contract:	Permanent
Salary:	Grade D/E (depending on experience) SCP (8 – 14) £20,493 - £23,080 or SCP (15 – 20) £23,541 - £25,991
Hours of Work:	37 hours per week Full time or term time (weeks to be agreed)
Place of Work:	Scott Medical & healthcare College, Plymouth

Medical Examination: Appointments are subject to a satisfactory medical report.

Superannuation: Under the Social Security Act 1986 the post holder has the right to make their own pension arrangements. They may choose to contribute to the Local Government Pension Scheme or a Personal Pension Scheme. Details of the Local Government Pension Scheme are available at: <https://www.lgpsmember.org>

Holiday Entitlement: This is a term time only appointment therefore your annual leave entitlement is paid within your annual salary.

Disclosure & Barring Service Check: This appointment is subject to the receipt of a satisfactory enhanced Disclosure and Barring Service check.

Greenshaw Learning Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. All teaching and support members of staff must undertake the required pre-employment checks which include the uptake of references both professional and personal and a satisfactory enhanced Disclosure and Barring Service (DBS) Check.

Main responsibilities and duties:

To support the DSL with implementing and upholding the school's safeguarding policy and procedures; ensuring staff have access to policies and understand both the policies and their individual responsibilities in relation to keeping children safe. Ensure that all staff are aware of their responsibility to challenge behaviour which breaches the Guidance for Safer Working Practice and the Staff Code of Conduct. Deputise for the DSL as required

Job Description

Reporting Concerns

- Recognise how to identify signs of abuse and when to make a referral
- Respond appropriately and promptly to disclosures or concerns relating to the wellbeing of a child
- Refer allegations or cases of suspected abuse to the relevant investigating agencies, ensuring they have access to the most relevant up to date information
- Refer cases to the Channel programme where there is a radicalisation concern and support staff who make referrals to the Channel programme
- Refer cases where a crime may have been committed to the police
- Keep detailed, accurate and secure electronic and where needed written records of concerns and referrals on the school's safeguarding platform. (CPOMs)
- Liaise with the Head Teacher and DSL to inform them of any issues and ongoing investigations

It is not the role of the Deputy DSL to investigate allegations of abuse or neglect by members of staff working or volunteering with children in school. This falls to the Head teacher and HR or to the Chair of Governors where the allegation is against the Head teacher.

Multi Agency working

- When the DSL is not available, attend and contribute effectively to Child Protection, Child in Need, Early Help and planning and review meetings, including those taking place outside of school hours.
- Liaise with the LA, Social Care and Social Workers to follow up referrals and actions.
- Inform the DSL and headteacher of safeguarding issues, especially ongoing enquiries where a child is at risk of harm and police investigations.

Training and Raising Awareness

- Undergo all relevant training to develop and maintain the knowledge and skills to successfully perform the duties of the post.
- Support the DSL to deliver regular safeguarding training to all staff
- Link with the local safeguarding children board (LSCB) to make sure staff are aware of training opportunities.
- Working with the DSL and SENDCo, be alert to the specific needs of children in need, those with special educational needs and young carers
- Encourage a culture of listening to children among all staff, ensuring that children's feelings are heard where the school puts measures in place to protect them
- Ensure staff can access and understand the school's child protection and safeguarding policy and procedures (especially new staff)
- Act as a source of support, advice and guidance for staff
- Understand the assessment process for providing early help and intervention □ Assist the DSL to act as a source of support, advice and expertise for all staff.
- Assist the DSL to act as a source of support, advice and guidance for children and their families who are in crisis, are vulnerable or who wish to disclose information about themselves or other students.
- Under the direction of the DSL, coach named students to support their safety and inclusion.

General Deputy DSL Responsibilities

To participate in a programme of CPD

- To attend relevant wider school and Trust based training sessions
- To actively contribute to the performance management and appraisal process
- To uphold and promote the ethos and values of the Greenshaw Learning Trust

Person Specification

Qualifications On their application form, candidates will demonstrate that they have the following qualifications/training:	Essential	Desirable
GCSE in English and Maths or equivalent at least Grade C (level 4)	✓	
Minimum level 3 qualification/training in a relevant care, development and education of children		✓
Relevant degree		✓
Safeguarding Children and Young People level 3 or willingness to complete	✓	
Experience, Skills and Knowledge In their statement of suitability and during the selection process, candidates will demonstrate that they have the following experience, skills and knowledge:	Essential	Desirable
Previous experience of working with children in an educational setting	✓	
Experience of leading child protection and safeguarding strategies		✓
Knowledge and understanding of current safeguarding and child protection legislation and policies and their application within education	✓	
Build and maintain effective relationships with students, parents, colleagues and governors and be available to them for support on safeguarding matters	✓	
Working and communicating effectively with relevant agencies	✓	
Experience of handling sensitive data and upholding the principles of confidentiality in accordance with the Data Protection Act 2018	✓	
Excellent written and oral communications skills	✓	
Be highly proficient in the use of ICT	✓	
Strong administrative skills including record keeping	✓	

Awareness of national and local agencies that provide support for children and their families		✓
Personal Attributes/Qualities In their statement of suitability and during the selection process, candidates will demonstrate that they have the following personal qualities:	Essential	Desirable
A desire and determination to make a significant contribution to the outcomes for young people	✓	
A commitment to the inclusive ethos of the school and a total commitment to the academic advancement of all students regardless of their ability	✓	
Demonstrate a high level of emotional resilience, stamina, empathy and flexibility when dealing with challenge and challenging circumstances	✓	
Ability to form positive relationships with young people	✓	
Is patient, tolerant with a genuine understanding of the difficulties some young people may encounter at school and home	✓	
Be passionate and committed to the health, wellbeing and safeguarding of all our young people	✓	

The Recruitment Process

Application

To apply for a staff vacancy, please register for an online account to complete the application form. Please visit our website www.greenshawlearningtrust.co.uk/join-us/staff-vacancies

The recruitment process is managed via your online account and you will receive regular notifications regarding the progress of your application.

The completed online application form should be accompanied by a personal statement of suitability of no more than 2 sides of A4. In the application form and personal statement, you should demonstrate how you meet the requirements set out in the Person Specification. Please include specific examples which support your application.

Applications must be received no later than midnight on **Monday 19th April 2021**. Applications received after this date and time will not be considered.

Shortlisting

Shortlisting will be finalised by **Wednesday 21st April 2021**. Shortlisted applicants will be invited by telephone or email to attend a formal interview process. Please make sure you have indicated clearly day and evening telephone numbers on which you can be reached. References will be taken up after shortlisting.

Interview Process

The interview is scheduled for **Monday 26th April 2021** and may consist of a virtual Interview via Google Hangout. Applicants will also be asked to undertake a practical test related to the knowledge and abilities in the Person Specification. A further shortlisting process may then take place following this interview and shortlisted applicants will be invited to a final interview.

Feedback

Unsuccessful shortlisted applicants will have the opportunity for professional feedback during the week following the interviews.

Taking up post

The successful applicant will take up post as soon as possible.

Additional information

For further information, please contact the Plymouth HR team via email: hr@sdcc.net