



TRIMLEY ST MARY PRIMARY SCHOOL

ROLE OF DESIGNATED SAFEGUARDING LEAD (DSL)

Title: Designated Safeguarding Lead responsible for safeguarding and child protection including online safety. Deputy DSLs trained to the same standard and same job description as follows. Role of DSL cannot be delegated. Responsible for the implementation of statutory guidance including KCSIE and Working Together to Safeguard children.

Availability

To be available during school hours to support staff and discuss safeguarding concerns. During holiday periods, to be contactable out of hours via email address as per schools website. Shared coverage and availability of a total of 5 DSLs

1. To lead in facilitating the development of safeguarding and child protection policies, training and procedures and guidance for the setting, ensuring that the Safeguarding Policy is reviewed annually by the Governing Body.
2. To undertake appropriate Child Protection Training every 2 years in order to:
 - a. Understand the assessment process for providing Early Help and intervention, e.g. through locally agreed common and shared assessment processes such as early help assessments.
 - b. Have a working knowledge of how the LA conducts Child Protection Case Conferences and be able to attend these effectively when required to do so.
 - c. Ensure each member of staff had access to and understands the school's college's Child Protection Policy and Procedures, especially new and part time staff.
3. To receive and coordinate referrals, arranging action and reviewing services for children and families.
4. To maintain accurate, confidential and up to date documentation on all cases of safeguarding and child protection.
5. To work directly with children in need and their families in the community in order to promote, strengthen and develop the potential of parents/carers and their children in order to prevent children in order to prevent children becoming looked after and/or suffering significant harm.
6. To support the care of children where their living arrangements are at risk of breakdown (including Local Authority placements LAC).
7. Promoting Supportive engagement with parents and carers
8. To provide support and guidance to carers and provide planned interventions as part of agreed plans for children.
9. To ensure that students who are victims of abuse are supported appropriately and sensitively and that all actions assigned by setting from planning and intervention meetings are successfully carried out and monitored.
10. To liaise with the Head Teacher DSL-to inform him or her of issues especially ongoing enquiries under Section 47 of the Children Act 1989 and police investigations.
11. To act as source of support, advice and expertise to staff on matters of safety and safeguarding and when deciding whether to make a referral by liaising with relevant agencies.



12. To ensure that the setting is always presented positively within and beyond the setting and to encourage a culture of listening to children and taking account of their wishes and feelings on any measure the school might have taken to protect them.

Accountability

1. Work closely with Children and Young Peoples (CYP) Services, Suffolk Safeguarding Children's Board LCSB with developing links with utilising resources of the community as part of agreed plans for children.
2. Attend and participate in Child Protection Conferences and planning and Review meetings whilst working closely with colleagues in Children's Services as required, some of which may take place out of normal working hours. This will include negotiating between child, family and commissioning worker to identify the support package required.
3. Plan and complete professional assessments of need and risk in respect of parents and carers using Department of Health and the Local Authority criteria for children in need and significant harm. Taking the lead responsibility to co-ordinate the multi-agency approach to prevent and address child protection issues and children in need within the setting.
4. To maintain confidentiality at all times.
5. To contribute to service development, including responsibility of the delivery of new staff induction package and arrangements for all staff training.
6. To liaise and co-ordinate with colleagues within own setting and outside organisations regarding the Common Assessment Framework and to co-ordinate and monitor all referrals and recommendations within the setting.
7. Identify vulnerable children within the setting and ensure that all staff are made aware who these children are.
8. Promote educational outcomes of children in need by knowing and helping to address the issues they're experiencing or have experienced by knowledge of individual pupils especially those who have a social worker.
9. Maintain a culture of high expectations for vulnerable pupils and understanding the academic progress and attainment that these pupils make.
10. Support teaching staff to provide additional academic support or make reasonable adjustments to help children who have or have had a social worker reach their potential, recognising the lasting impact there can be on children's educational outcomes.
11. Establish protocols and monitoring of Safeguarding by Governing Body by different means including checking files, safe storage and confidentiality, monitoring of SCR, Termly reports, LADO involvement etc.
12. Ensure that information sharing with other relevant schools including in year and at point of transfer is carried out in a timely manner and that child protection files are transferred to a new setting within 5 days.

General Duties

1. To undertake such other duties, training and/or hours of work as may be reasonably required and which are consistent with the general level of responsibility of this job including training to be able to understand and respond to specific needs that can increase the vulnerability of children, specific harms that can put them at risk, the lasting impact adversity and trauma can have on education behaviour mental health and well being and what is needed in responding to this.



2. Responsibility is also given to the DSL to develop the culture of listening to children, ensuring that across the community relationships support and facilitate communication.
3. To understand the term vulnerable in its broadest sense and be the champion for children in need, including those with disabilities, relevant health needs and young carers, understanding specific needs of children.
4. To ensure that the Section 175 Audit published by Suffolk Safeguarding Children Board (SSCB) is completed annually alongside Named Governor and returned by deadline and reviewed regularly.
5. Alongside other DSL ensure regular training and up- dates for all staff and volunteers, including regular up dates and development of safeguarding policies as a result of feedback .
6. Provide induction to new staff, volunteers , students.
7. Provide regular up dates and training to ensure staff can demonstrate appropriate knowledge and understanding of Safeguarding through regular quizzes and checks.

DSLs at Trimley St Mary are;-

Christina Ashford

Hayley Lloyd

Sally Smith

Phil Murray

Rachel Barkworth

Up dated August 2021 in line with KCSIE 2021