



Deputy Designated Safeguarding Lead



Reach Academy
Feltham

September 2022 start date

Closing date: 5pm, Monday 16th May



Reach Academy Feltham exists to transform the lives of our pupils by giving them the skills, attitudes and attributes to flourish in any career and live happy and healthy lives, full of choices and opportunities.

CONTENT

Benefits	5
Context	6
Job Description	7
Person Specification	9
Positive Action Statement	10
Safer Recruitment Process	12

**Tutor
Fellow**



**Assistant
Headteacher**

Claire Couves



“I get to work with a team of incredible teachers and leaders who are committed to achieving our shared vision. I am constantly inspired by my colleagues and supported to develop.”

“The mission and ethos of Reach Academy permeates everything that we do.

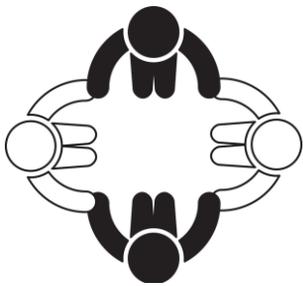
There is a genuine can-do attitude amongst staff that makes Reach a fun place to work.

If you are passionate about making a difference, then Reach is the place for you.”



Juan Pedroza,
Volunteer at

Reach (2012)
to Head of Phase 1 (2021)



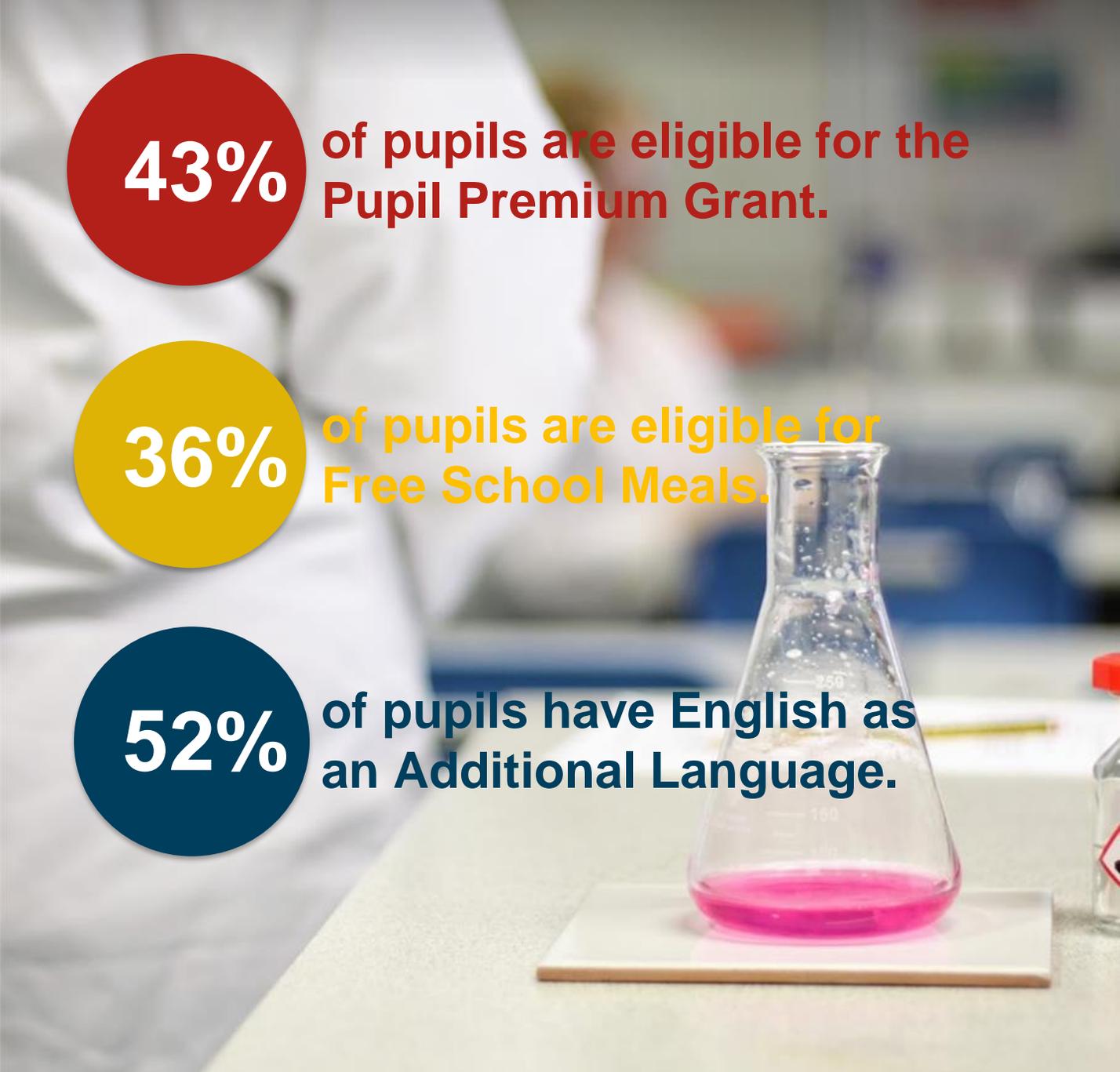
We work as a **team** to ensure the best education for our children.



We strive to be better everyday. Weekly **coaching** is key to this.



We take care of each other. We welcome **flexible** work & families.



43%

of pupils are eligible for the Pupil Premium Grant.

36%

of pupils are eligible for Free School Meals.

52%

of pupils have English as an Additional Language.

With only 60 pupils per year group our school is **SMALL**

We educate children from the age of 2-19 years **ALL-**

THROUGH

For all children we have unashamedly **HIGH**

EXPECTATIONS

JOB DESCRIPTION

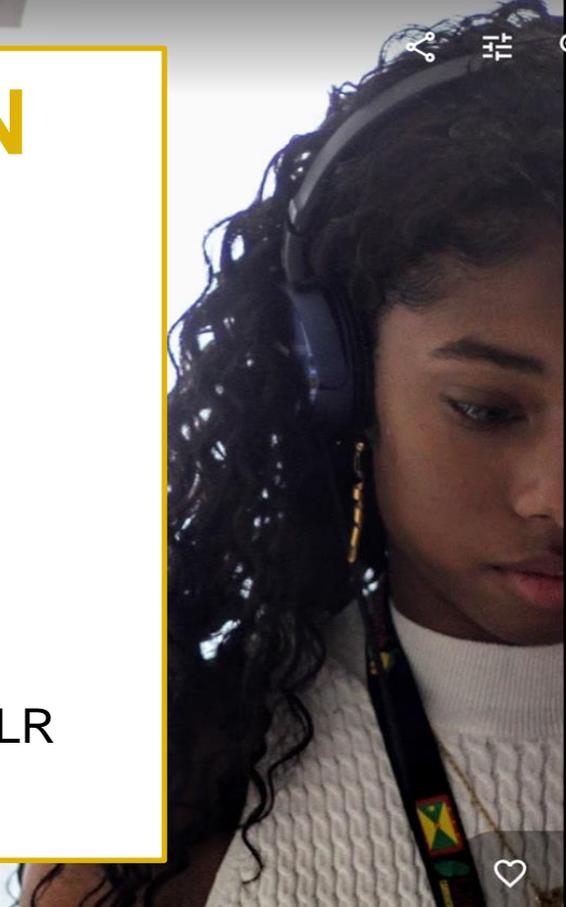
Deputy Designated Safeguarding Lead

Reports to: Senior Leadership Team

Start date: September 2022

Salary: Inner London Mainscale + TLR

Contract term: Permanent



The Role

The school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

The role of the deputy designated safeguarding lead will be responsible for supporting the designated safeguarding lead in the delivery of safeguarding and child protection across the school, as well as attendance.

Responsibilities

- Act as a champion of the school's safeguarding policy and procedures by supporting all staff to have access to and understand them;
- Contribute to the school safeguarding policy and review process;
- Support with the delivery of Safeguarding training throughout the school;
- Recognise how to identify signs of abuse and when to make a referral;
- Respond appropriately and promptly to disclosures or concerns relating to the well-being 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;
- Liaise with the DSL to inform them of any issues and ongoing investigations
- Refer cases to the Channel programme where there is a radicalisation concern as required;
- Refer cases to the police as and when necessary;
- When the DSL is unavailable attend and contribute effectively to Child In Need meetings, Child Protection conferences, Early Help, and planning and review meetings; including those taking place out of normal working hours;
- Liaise with the LA and follow up any referrals made;
- Maintain an appropriate level of confidentiality whilst at the same time liaising with relevant professionals;
- Complete targeted direct work with students/parents who need additional support;
- Support an ongoing case load of children across the school
- Work directly with families;
- Ensure that pupils who are victims of abuse are supported appropriately and sensitively and that all actions from planning and intervention meetings are carried out and monitored;
- Liaise and coordinate with colleagues and outside organisations to provide Early Help as soon as a problem emerges.
- Act as Mental Health Lead.

Attendance

- To advise the school on strategies to promote the regular and punctual attendance of all students and assist with the implementation of the strategies.
- Meet with school staff, students and parents to identify individual problems and possible solutions.
- To make unsupervised contact with families in response to allocated referrals i.e. home visits and /or meetings in school.
- To establish the reason for non attendance, make assessments and agree a plan for facilitating a return to school using appropriate strategies within specified timescales.
- To initiate appropriate legal action with Education Welfare Service (EWO) to ensure the school is carrying out its statutory responsibility in respect of students. This will include preparing statements, attending and presenting evidence or request the issuing of penalty notice fines or other legal sanctions and completion of Common Assessment Form (CAF) referrals.
- To be fully aware of and carry out all work in line with Child Protection Procedures. This may involve attending case conferences, strategy and planning meetings as well as core groups or other meetings in relation to child protection cases that require input.
- To maintain and update all necessary records using manual and computerised systems, compiling returns as appropriate.
- To maintain constructive relationships with parents/carers when exchanging information, facilitating their support for their child's attendance, access and learning and supporting home to Academy and community links.
- To make unsupervised contact with families in response to allocated referrals i.e. home visits and/ or meetings in school.
- To assist in the development, implementation and monitoring of systems relating to attendance and integration e.g. registration, truancy, pastoral systems etc

Other

- Support the school in developing Safeguarding forums and networks
- Work alongside the DSL in the delivery of the Community Action Partnership Panel (CAPP)
- Support in the planning and delivery on Team Reach lessons and Team Reach Days which are based on Safeguarding and our Key priorities.

Person Specification

- Qualified to degree level and above (R);
- Experience of working with young people from challenging backgrounds and of continually improving the outcomes of Have a desire to work in a pioneering environment;
- Be able to represent the school externally with parents and other stakeholders;
- Be able to be adaptable in an entrepreneurial, fast-paced environment;
- Be able to support teachers to improve rapidly through coaching and other support;
- Be a highly effective classroom teacher; and
- Possess qualities necessary to create strong relationships with colleagues, pupils and parents.
- pupils(R);

We will invest in any necessary training for you.



R = Required
D = Desired

Reach Academy is committed to ensuring our workforce is reflective of our diverse student population and is therefore committed to increasing representation of staff of Black, Asian and Minority Ethnic backgrounds across all roles and at all levels.





“My favourite thing about Reach Academy is the teachers. They are all so dedicated and supportive and you can really feel it around the school.”

Keira



Safer recruitment

Reach Academy is committed to safeguarding and promoting the welfare of children and young people.

In order to meet this responsibility all candidates will be subjected to a rigorous selection process to discourage and screen out unsuitable applicants. This process is outlined below. Please do not hesitate to contact the school if further detail is required.

Disclosure This post is classified as having substantial access to children, and appointment is subject to an enhanced police check of previous criminal convictions (DBS). Applicants are required, before appointment, to disclose any conviction, caution or binding over including 'spent convictions' under the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020). Non-disclosure may lead to termination of employment. However, disclosure of a criminal background will not necessarily debar individuals from employment – this will depend upon the nature of the offence(s) and when they occurred. The amendments to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (2013 and 2020) provides that when applying for certain jobs and activities, certain convictions and cautions are considered 'protected'. This means that they do not need to be disclosed to employers, and if they are disclosed, employers cannot take them into account. Guidance about whether a conviction or caution should be disclosed can be found on the Ministry of Justice website.

Interview Candidates will be subject to an in-depth, in-person interview and assessment, along with a telephone interview in some circumstances. At each stage of the process candidates will be asked to address any discrepancies, anomalies or gaps in their application form or arising from information gained at the previous stage of the recruitment process.

Reference checking References from the previous and current employers will be taken up for shortlisted candidates, before interview, and where necessary employers may be contacted to gather further information or address any discrepancies, anomalies or gaps in the reference provided.

Probation All new staff will be subject to a probation period (which may, in certain circumstances, be extended). The probation period is a trial period, to enable the assessment of an employee's suitability for the job for which they have been employed. It provides Reach Academy with the opportunity to monitor and review the performance of new staff in relation to various areas, but also in terms of their commitment to safeguarding and relationships with pupils.

Equal Opportunities Reach Academy is dedicated to providing equal opportunities and will monitor the recruitment process rigorously to ensure fair access and opportunity for all. Reach Academy is committed to ensuring our workforce is reflective of our diverse student population and is therefore committed to increasing representation of staff of Black, Asian and Minority Ethnic backgrounds across all roles and at all levels.

If you require assistance in reading this information or in completing the application form, please contact recruitment@reachacademy.org.uk.

JOIN OUR TEAM



Reach Academy
Feltham

[recruitment@reachacademy.org.
uk](mailto:recruitment@reachacademy.org.uk)