



Durrington High School are seeking to appoint an

Deputy Designated Safeguarding Leader & Complex case worker



dmat.education

Welcome to Durrington High School



Do you want to work in a great school with a brilliant team of staff and students? Is your core belief that all children are entitled to excellent pastoral support; this enabling them to have the best possible future? If so, read on, because we want to hear from you.

Durrington High School is part of Durrington Multi Academy Trust (DMAT) and is a large and oversubscribed school with 1632 students on roll in years 7 to 11. We have a strong and driven SLT and place a great deal of emphasis on recruiting and retaining excellent staff.

Our key focus as a school is that every single child, whatever their starting point and whatever barriers they may individually face, has the opportunity to feel safe, happy and therefore achieve in their time with us. For students who have more complex and challenging lives the care and support we give to them is even more important. Identifying concerns, coordinating timely and appropriate actions so as to support and safeguard them in their individual situations is an integral part of this. We are immensely proud of all of our students and our warm, inclusive approach.

Working as an integral part of an outstanding pastoral team the person

appointed will genuinely care and make a difference to the lives of our children. We

We have very strong and long standing links with external services and use these to drive positive change for children and families in need. In addition there is a wide-ranging development program that the person appointed will both help deliver but also get to benefit from.

Everything we do as a school is driven by our KAPP values of **Kindness, Aspiration, Perseverance and Pride**

If you: are an excellent practitioner with a genuine desire to make a difference, have values that align with ours, and are have the passion, commitment and drive change We want to hear from you now!



Chris Woodcock
Co-Headteacher



Shaun Allison
Co-Headteacher

The Role

Deputy Designated Safeguarding Lead

We are delighted to be able to advertise this (rare) opportunity to join our fantastic student support & safeguarding team here at Durrington.

The role is aimed at someone who already works within safeguarding/child protection or someone working in a school in a pastoral role and looking to take the next step. Excellent knowledge and the potential to lead others are the two most important qualities needed to make the person appointed to this role successful.

With this role you will have the ability to form excellent interpersonal relationships with a range of stakeholders but at the same time be brave and willing to fight for what is right for the children and families you work with. You will also be used to working at pace, have excellent attention to detail and very strong communication skills.

Supporting our students who, for any reason, are not yet in a position to make the most of their time spent in education with us is a vital part of the role.

As a student support & safeguarding team we are relentless in our pursuit of knowing and caring for each and every one of our students, whatever their current situation. Case study after case study shows what a difference this continues to make to them and their families.

On offer to you is the opportunity to join a highly skilled, experienced and successful team and have access to an excellent program of CPD to help you learn and grow.

What are the specific areas you will lead on in this role?

Safeguarding Responsibilities

- demonstrate a commitment to keeping all children and young people safe
- report any safeguarding concerns in the workplace to the appropriate person
- maintain an awareness of Trust and school policies in relation to safeguarding

General

- deputise (as required) for the DSL; this based on you having an in-depth knowledge of safeguarding and child protection thresholds and processes within West Sussex.
- be a key decision maker for arising incidents and the approach the school takes to managing these in the short and medium term.
- ensure that the adults you work with (whatever their role) understand their role in supporting and creating positive change for the child.

CPOMS & CP register

- lead and manage the school CPOMS (child protection record keeping system) as necessary conducting quality control audits, reviewing records and importing/exporting records.
- support the induction of all new staff in relation to CPOMS access and correct use.
- take overall responsibility for maintaining an accurate register of children on plans (at a variety of levels) and children who have an identified social worker ensuring the central school record is up-to-date at all times

Working with external agencies (statutory and nonstatutory)

- be a central point for the school liaising with a range of external providers and professionals; this to garner their support and create positive change for individual students without compromising their access to education.
- be comfortable and confident in holding external parties (including parents/carers) to account
- lead on, and contribute to, the plans put in place to support our more complex students
- as necessary address parental concerns/complaints regarding safeguarding matters

Transition support

- coordinate the incoming and outgoing child protection records for students complying at all times with GDPR, this both with students joining the school and those transitioning to college.

Leadership of others

This will include:

- with the DSL build a strong collegiate approach with all staff whose main role relates to wellbeing. This so they are developed in their understanding of needs, strategies and processes.
- direct leadership of a small caseload of complex cases (particularly those where there is persistent and/or serious absence)
- co-lead and support house teams in managing other cases where there are suspected or established safeguarding needs/barriers to educational engagement.
- contribute to the development of staff through leading activities such as
 - specific CPD sessions
 - centralising and sharing of up-to-date resources and student support services
 - preparing and sharing a monthly pastorally focused CPD bulletin.
- lead on the centralisation of all pastoral & safeguarding resources
- support the DSL in running pastoral meetings & training on inset days

General

- to comply with individual responsibilities, in accordance with the role, for health & safety in the workplace
- ensure all duties and services provided are in accordance with the trust's Equal Opportunities Policy

What else will you be expected to do as a leader?

- Uphold and support the culture and ethos of Durrington and the DMAT code of conduct.
- Be committed to celebrating diversity and addressing prejudice and discrimination in any form.
- Uphold the seven principles of public life.
- Effectively challenge and support as a line manager.
- Support the smooth running of the school on a day to day basis.
- Be a professional role model.
- Be high profile around the school at all times.
- Take an active interest in developing the whole school improvement priorities, so that we continue to get better as a school. This will involve:
 - Playing an active part in working with other staff so as to raise, and keep high, the profile of safeguarding.
 - Always doing so in an open, honest, kind and professional way.
 - Being outward looking and bringing ideas to the table.
 - Being aware of what the research evidence suggests might work, in relation to specific issues.
 - Being receptive and open to new ideas.
- Understanding the importance of followership – accepting and committing to the decisions made by more senior leaders

- Uphold and support the highest standards of uniform, conduct and behaviour with all students at all times.
- Be committed to the professional development and growth of all staff, not just the ones who directly line manage.
- Attend whole school events and activities.

What will be the key performance indicators that we will use to look at impact by the end of the year?

- Tasks, as outlined in this job description and discussed in line management will have been achieved
- CPOMS will be consistently used, regularly audited and records accurate and complete.
- CP & Safeguarding registers will remain up to date.
- the school will remain compliant with all safeguarding expectations and regulations.
- individual cases worked will show strong and positive progress

Responsible to: DSL and Co-Headteacher

NJC Grade 7 + a possible leadership allowance for the right candidate (£27,569 to £30,036 FTE)

Person specification

Leadership Attributes	Essential	Desirable
Personal drive and accountability	<ul style="list-style-type: none"> • Uses a range of strategies and techniques, to enhance your own and others effectiveness; motivating others to succeed through your leadership/work. • Able to demonstrate significant and sustained positive impact within your current role (individual cases or wider data set) 	<ul style="list-style-type: none"> • Evidence of being able to significantly improve the outcomes for children in challenging situations outside of school
Experience	<ul style="list-style-type: none"> • Demonstrable impact in a range of areas within your current role and over time. • Able to resolve conflict in relation to students, parents/carers/staff. • Evidence of creating and implementing plans that create successful and positive change. • Evidence of the ability to influence change through others including through outside agency professionals. 	<ul style="list-style-type: none"> • Evidence of leading teams that have demonstrated a high and sustained positive impact.
Specialist knowledge	<ul style="list-style-type: none"> • A detailed understanding of WSCC safeguarding and child protection thresholds and the processes linked to these • Interest in and well-read around current themes and challenges within the area of safeguarding. • A working knowledge of understanding of KCSIE 	<ul style="list-style-type: none"> • Knowledge and experience in using CPOMS and Arbor school MIS
Delivering CPD	<ul style="list-style-type: none"> • Has delivered CPD to their own team/ or whole school and can show strong impact from this. 	<ul style="list-style-type: none"> • Has delivered CPD outside of their own school.

Impact and influence	<ul style="list-style-type: none"> • Uses direct and indirect influence to gain support, build alliances and secure support before presenting proposals or making decisions. • Be an excellent verbal and written communicator being able to adapt this to a variety of audiences. • Have a strong, visible and commanding presence with a range of stakeholders. 	<ul style="list-style-type: none"> • Have established relationships with leaders and services in the area local to the school and wider across West Sussex.
Resilience and emotional maturity	<ul style="list-style-type: none"> • Be capable of resolving even the most challenging conflict in a calm, restrained way leading to issues being successfully managed.. • Implements appropriate decisions that lead to improvement, even if difficult. • Responds positively when faced with personal criticism or setbacks, maintaining a sense of perspective. • Has significant capacity and emotional resilience. 	



Durrington High School is committed to the safeguarding and wellbeing of all our students. It is a core expectation of every member of staff to safeguard the wellbeing of every child and young person within the school. Staff are supported through regular training and are expected to adhere to the school's Safeguarding and Child Protection Policy at all times.

Durrington Multi Academy Trust is an equal opportunity employer and we welcome the unique contributions that everyone can bring to Durrington Multi Academy Trust in terms of education, opinions, culture, ethnicity, race, sex, gender identity and expressions, nation of origin, age, languages spoken, colour, religion, disability, sexual orientation and beliefs.



Whilst every effort has been made to explain the main duties and responsibilities of the post, each individual task needing to be undertaken may not be identified. The postholder will be expected to comply with any reasonable request from a manager to undertake work of a similar level that is not specified within this job description.

This job description may be amended at any time following discussion with the Headteacher(s), and will be reviewed annually.



How to Apply



Applicants must complete the application form and return it, alongside a supporting statement (max. 2 pages A4) to ladams@durring.com or via post to Laura Adams, Executive Assistant, Durrington High School, The Boulevard, Worthing, West Sussex, BN13 1JX.

If you have any questions about the role, please email Laura Adams, Executive Assistant, in the first instance – ladams@durring.com

Closing date for applications is 9am, Monday 23rd September

Interviews will be held in the week following this.

Durrington Multi Academy Trust
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