

Job Title: Education Safeguarding Officer	Role Profile Number: P/A
Grade: R	Date Prepared: June 2019
Directorate/Group: Children, Families and Community Health	Reporting to: Lead Education Safeguarding Advisor

Job Purpose

- To work as part of the safeguarding team within MASH and Education, and to work closely with the Lead Safeguarding Adviser to provide advice and expertise on all safeguarding children matters for all children's Education's needs and welfare.
- To demonstrate a high level of expertise in relation to the safeguarding of children and promote the wellbeing of children and respond in line with Working Together To Safeguard Children (2018) in order to put the child at the centre of safeguarding.
- To consider and use the Education guidance Keeping Children Safe in Education (2018)
- To work to support practitioners to deliver a service that improves outcomes for vulnerable children and families.
- To be a substantive part of the safeguarding team in the Swindon multi agency safeguarding hub (MASH) as the lead Education representative, linking the different areas of Education provisions within the MASH.
- To contribute to timely, robust and consistent risk assessments of information gathered and shared across the agencies within the MASH. This will enable the proportionate, necessary and lawful disclosure of information at the earliest opportunity.
- To participate in strategy discussions and share relevant information to enable robust decision-making.

Key Accountabilities

- To contribute to the provision of training and audits and the ongoing development of standards of care and research including the development of policies, procedures and guidelines in relation to safeguarding children, and any other work streams relevant to the protection of children.
- Develop and maintain relationships with a broad range of internal and external stakeholders. Specifically Education professionals from a wide range of services and disciplines.
- Role model, promoting good practice and effective communication between all agencies, sharing proportionate information in accordance with GDPR requirements (2018).
- To provide professional challenge as necessary to ensure the child is kept the focus of any safeguarding work.
- Working with the Lead Safeguarding Adviser to ensure that relevant new national and local guidance, policies and procedures are disseminated.

- To ensure that new policies and procedures are developed in accordance with new legislation, statutory guidance and recommendations from serious case reviews.
- To work with professional leads in developing high standards of practice in relation to the management of vulnerable children and their families.

Multi Agency Safeguarding Hub

- Screening and Triage of all referrals from Education practitioners from across the Education workforce in Swindon to ensure the correct Swindon LSCB thresholds are being applied.
- To monitor and feedback to the Lead Safeguarding Adviser the performance and practice of Education practitioners in Swindon and ensure their safeguarding practices are linked to referring to MASH when required.
- To organise and collate the information gathering exercise linked to referrals to ensure a full and rich source of information is available to inform the decision making process.
- To provide a summary and recommendation for the next course of action within the joint decision making forum using the agreed processes and procedures.
- To disseminate the MASH outcome for specific children to all relevant Education practitioners including the referrer.
- To ensure that the agreed Quality Assurance programme is delivered for MASH work by completing audits and reviewing outcomes on selected cases and collaborating with colleagues in MASH to ensure a whole systems approach takes place.
- To ensure a robust Education provision is available at the MASH operational meeting and to work as part of a co-located team of professionals to deliver an integrated service with the aim to research, interpret and determine what is proportionate and relevant to share.
- Work collaboratively with the workforce leads in Education services to ensure that early intervention and prevention are prioritised rather than a focus on referral escalation.

Knowledge & Experience

- Significant safeguarding knowledge and experience
- Experience of supporting other practitioners with safeguarding decisions
- Experience of frontline working in services for children, young people and families
- Knowledge and understanding of the impact of Domestic abuse, Child Exploitation, Gang activity, FGM and other priority areas
- Experience and knowledge of performance management and use of relevant data
- Risk assessment skills and experience
- Quality assurance knowledge and skills and experience
- Excellent Communication skills
- Collaborative working experience

Qualifications

- Registered Education Professional
- 5 years post qualifying experience in Safeguarding
- IT skills
- Enhanced DBS check

Decision Making

- Role holder has to be able to make key decisions based on information from education and other agencies about safeguarding needs of children.

Creativity and Innovation

- Working with the Lead Safeguarding Adviser to devise, develop and deliver safeguarding training.
- To devise ways of communicating about the work of the MASH to the wider workforce in Swindon Education services.
- To develop excellent working relationships with Education providers to ensure the best understanding of information sharing in the best interest of children and young people
- To help other MASH members understand the roles of Education practitioners and services to ensure the best use of joint working.

<u>Job Scope</u>	Budget Holder	No
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Employee Signature:	Print Name:
Date:	
Line Managers Signature:	Print Name:
Date:	