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|  | **Essential** | **Desirable** |
| **Qualification and Training** | * English and Maths GCSE Grade C (or equivalent) |  |
| **Knowledge and Experience** | * Successful leadership and management experience in a school or other relevant organisation * Experience of managing safeguarding in a school or other relevant organisation, including: * Building relationships with children and their parents, particularly the most vulnerable * Working and communicating effectively with relevant agencies * Implementing and encouraging good safeguarding practice throughout a large team of people * Demonstrable evidence of developing and implementing strategies to help children and their families * Experience of handling large amounts of sensitive data and upholding the principles of confidentiality |  |
| **Skills** | * Expert knowledge of legislation and guidance on safeguarding and working with young people, including knowledge of the responsibilities of schools and other agencies * Ability to work with a range of people with the aim of ensuring the safety and welfare of children * Awareness of local and national agencies that provide support for children and their families * Excellent record keeping skills and attention to detail, in order to produce reports, take minutes of meetings, and document safeguarding concerns * Good IT skills, including previous use of Microsoft Office * Effective communication and interpersonal skills * Ability to communicate a vision and inspire others * Ability to build effective working relationships with staff and other stakeholders | Experience of using ‘My Concern’ or other safeguarding tracking package |
| **Personal Attributes** | * Commitment to ensuring the safety and welfare of children * Commitment to upholding and promoting the ethos and values of the school * Integrity, honesty and fairness * Ability to work under pressure and prioritise effectively * Commitment to maintaining confidentiality at all times * Commitment to equality |  |