

**PERSON SPECIFICATION**  
**JOHN COLET SCHOOL**  
**OPERATIONAL SAFEGUARDING OFFICER**  
**(DDSL - Deputy Designated Safeguarding Lead)**

**Qualifications**

- GCSE grade C or above (or equivalent) in English and Maths (essential)
- Designated Safeguarding Lead Training (Advanced Child Protection) (Desirable on application)
- Mental Health First Aid (Desirable)

**Previous Work Experience**

- Minimum of 2 years' experience of working with children and young people (essential)
- Worked within a high standards professional setting (essential)
- Ability to work under own initiative in a supportive role (essential)
- Working knowledge of young people (desirable)
- Working knowledge of key Safeguarding issues (essential)
- Experience of working within a school Safeguarding Team (desirable)
- Experience of supporting with Safeguarding matters involving young people (essential)

**Professional Knowledge Skills & Experience**

- Knowledge of safeguarding in school (essential)
- Worked with young people (essential)
- Worked with or at external agencies (desirable)
- Knowledge of local and regional multi agencies involved with safeguarding (BC, MASH, CAMHS, LADO)(essential)
- Knowledge of local mental health and CAMHS service (desirable)
- Excellent understanding of Part 1 of Keeping Children Safe In Education (essential)

**People Management Skills (all essential)**

- Ability to work and act independently in matters of Child Protection and in accordance with Safeguarding procedures
- Demonstrable ability and experience of working in a team
- Good communicator and listener
- Fair but challenging so that high standards are achieved for all
- Able to work professionally with other stakeholders and external agencies
- Ability to hold external agencies, such as Children's Services, to account
- Ability to hold difficult conversations with colleagues, parents and other key stakeholders

**Other Personal Qualities and Skills (all essential)**

- Organised with excellent time management skills
- Effective communication skills
- Patience, tolerance and sensitivity
- Ability to prioritise
- Has attention to detail
- Resilience
- Ability to work under pressure
- Patience and the ability to remain calm in stressful situations

- Positive regard for young people and non-judgemental
- Ability to work within tight financial constraints
- Be a role model to the students at John Colet
- Enjoys working with young people
- Has an active interest in issues involving Safeguarding and Child Protection