

Safeguarding Officer	Assessment Key: Application Form - A Interview - I		
Education and Qualification	Essential	Desirable	Assessment
English and Mathematics GCSE or equivalent	✓		A/I
Degree or other higher education equivalent		✓	A/I
Commitment to personal/professional development	✓		I
Experience	Essential	Desirable	Assessment
Experience of working in a school setting		✓	A/I
Experience of working with students, families and external agencies	✓		A/I
Experience of working within safeguarding	✓		A/I
Experience working with or for academies		✓	A/I
Experience of performing the role of Designated Safeguarding Lead, Deputy Designated Safeguarding Lead, Safeguarding Manager (or equivalent)	✓		A/I
Experience of working within Northamptonshire safeguarding partnership arrangements		✓	A/I
Knowledge and Understanding	Essential	Desirable	Assessment
Understanding of the needs of children and young people and the challenges they face	✓		A/I
Knowledge and understanding of safeguarding policies and guidelines	✓		
Understanding impact of poor behaviour and attendance	✓		A/I
Knowledge of online safeguarding systems/MIS		✓	A/I
Completed Designated Safeguarding Lead training within the last 2 years		✓	A
Skills and Attributes	Essential	Desirable	Assessment
Ability to establish good working relationships with students, families and external agencies	✓		A/I
Ability to work on own initiative	✓		A/I
Excellent communication skills	✓		A/I
Lead a team and delegate and manage workloads/case files	✓		A/I
Ability to generate ideas and implement strategies		✓	I
Full clean driving licence with own transport	✓		A
Personal Qualities	Essential	Desirable	Assessment
Highly motivated and self-reliant	✓		A/I
Ability to work in a flexible manner	✓		I
Enthusiastic and committed	✓		I
A passion for improving outcomes for students	✓		I
Open-mindedness	✓		I
A forward-thinking approach	✓		I
Excellent interpersonal skills	✓		I
Ability to be reflective and self-critical	✓		I
Display calmness under pressure; but remain focussed	✓		I
Willingness to support colleagues		✓	A/I

