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| Job Title: | Designated Safeguarding Officer and Safety Lead |  |
| Service: | Cross Organisation | |
| Reports To: | Quality Assurance Lead | |
| Band | Band H | |

Job Role Purpose:

The Designated Safeguarding Officer and Safety Lead will be responsible for providing strategic and operational leadership, working with senior leaders, commissioners, partners and stakeholders to develop and sustain safe services directing and enabling others to deliver positive outcomes for children, young people and families.

Working with staff at all levels of the organisation, they are responsible for delivering strategic and operational leadership of Compass safeguarding and safety practices. The Designated Safeguarding Officer and Safety Lead, through a defined scheme of delegation is accountable for design, delivery and development of safeguarding and safety plans, policy and process working with local leadership teams to deliver safe services which will include such roles as training, advice information and guidance, audit, evaluation, and policy development. The post holder will support and coach new service managers, providing additional support to services in need of development, supporting the consistent application of the highest standards of safeguarding through the ongoing development of safe systems of work and governance of our children and young people and family services.

Overview:

This is an exciting opportunity for an experienced safeguarding professional to implement, develop and operationally embed standards of care which reflect best practice in safeguarding children, young people and vulnerable adults and supporting Compass ambition to deliver high quality, safe and effective services.

The role requires agile working with frequent travel across England including occasional requirements for extended stay in locality when undertaking focused service specific training or intervention.

Compass services support children, young people and families with early intervention health and wellbeing programmes including substance misuse, emotional and mental health, sexual health, and school nursing, providing:

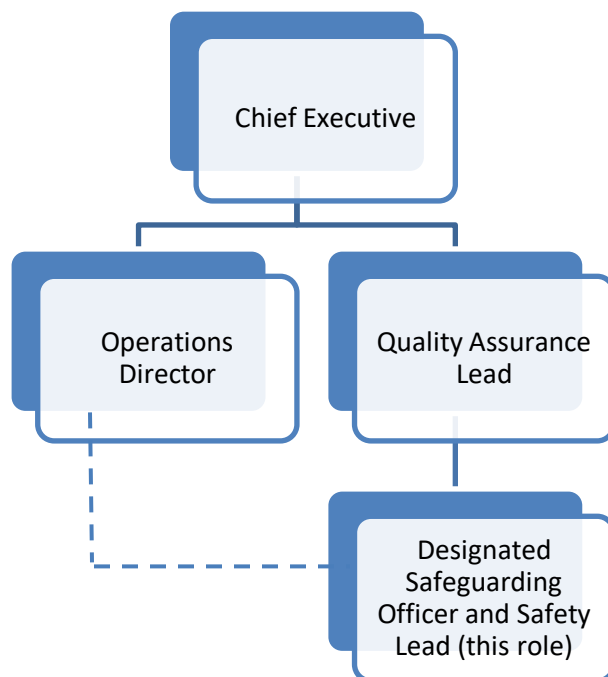
- Healthy Child Programme and Health Needs Assessment.
- Universal health and wellbeing in schools and communities.
- Evidence based interventions for mild to moderate mental health and emotional wellbeing .
- Support, advice and consultation to schools and the wider CYP workforce.
- Health promotion and prevention.
- Harm reduction.
- Healthy lifestyles intervention.

The services develop innovative methods to make a real difference to the lives of young people in the locality. At Compass Safeguarding is everybody's responsibility and the post holder will be working with service Designated Safeguarding Leads (DSL's) and operational Deputy DSO's who together to support best practice and continuous improvement in safeguarding practice.

Structure:

The Compass Teams and integrated services currently operate across England in London, Lancashire, North East Lincolnshire, Birmingham, Coventry, North and West Yorkshire, Derbyshire and Warwickshire and work together both remotely and in person providing visible leadership and operational oversight and collaboration.

Structure Chart:



The post holder will work directly with (and deputise for) the Quality Assurance Lead supporting the role in audit, quality improvement and freedom to speak up and will work closely with the Operations Director to embed effective safeguarding practices.

Keeping the

1. Safeguarding

- 1.1 **Safeguarding Leadership:** Act as the main point of contact for DSL escalation of safeguarding concerns, providing expert advice and guidance to staff, volunteers, and stakeholders keeping the voice of the child/vulnerable adult at the centre of safeguarding decision making.
- 1.2 **Policy Development:** Develop, implement, and review safeguarding policies and procedures to ensure they are up-to-date and compliant with current legislation. Lead and/or contribute in the growth of services including contributing to subject expertise in tender bid writing, and service promotion.
- 1.3 **Training and Awareness:** Organise and deliver safeguarding training sessions for staff and volunteers, ensuring they are aware of their responsibilities and know how to recognise and

report concerns. Regularly review training content to reflect contemporary safeguarding practice and undertake, review and report on safeguarding training evaluation.

- 1.4 **Case Management:** Manage and oversee complex (e.g. LADO) safeguarding cases, ensuring they are handled sensitively, confidentially, and in accordance with organisational policies and legal requirements.
- 1.5 **Liaison:** Work closely with external agencies, such as social services, other DSOs and Named Nurses, the police, and other relevant organisations, to ensure effective communication and collaboration on safeguarding matters.
- 1.6 **Record Keeping:** Maintain accurate and confidential records of all safeguarding concerns, actions taken, and outcomes.
- 1.7 **Monitoring and Reporting:** Regularly review and monitor safeguarding practices within the organization, providing reports to senior management and trustees as required including but not limited to audit, safeguarding incident, stakeholder feedback.
- 1.8 **Continuous Improvement:** Stay informed about best practices and developments in safeguarding, and continuously improve the organisation's safeguarding policies and procedures.

2. Safety

- 2.1 Under direction of the Quality Assurance Lead provide strategic leadership in the design and implementation of safety policy and practice.
- 2.2 Support services in the development and maintenance of annual Service Development and Improvement Plans and manage delivery of the agreed high standards of safeguarding practice.
- 2.3 Deputise for the Quality Assurance Lead at key meetings and during periods of absence providing Freedom to Speak Up cover as required.
- 2.4 Lead on the management of action to mitigate safeguarding and safety risks identified in the service including communicating with Commissioners as and when appropriate.

3 Leading and Managing People

- 3.1 To act as a role model, coach; mentor and resource to local leadership teams and widely across Compass to guide and support developmental projects and advise on specialist areas of work.
- 3.2 Provide assurance that safeguarding standards are met and ensure data collection accurately reflects activity.
- 3.3 Undertake specific action and investigation under Compass Procedures in the management of safeguarding or safety incidents, producing high quality, accurate and timely plans and reports and cascading learning.
- 3.4 Deliver formal and ad-hoc supervision to Compass Designated Safeguarding Leads (DSL's).
- 3.5 Work at all times to role model Compass Values.

4 Develop effective relationships

- 4.1 To be a 'champion' of safeguarding ensuring strong working relationships with partner agencies.
- 4.2 Be a proactive member of the wider Compass team and reflect Compass' values.
- 4.3 Actively work towards developing and sustaining effective strategic and operational relationships with partner agencies and commissioners to represent and communicate Compass Safeguarding practice.
- 4.4 Build strong links with key departments within Compass and develop key relationships with colleagues in other services.

5 Managing Self

- 5.1 Prioritise own workload within agreed objectives using your own initiative.
- 5.2 To receive regular supervision in accordance with professional guidelines.
- 5.3 Take responsibility for own learning and professional development in line with Compass' Learning and Development framework.
- 5.4 Take responsibility for your own and others' health and safety in the working environment.
- 5.5 Work at all times to create an inclusive service which encourages diversity and equality of opportunity.
- 5.6 Ensure that the principles of confidentiality are commonly understood and consistently maintained in line with Compass policy.
- 5.7 Ensure safeguarding responsibilities are delivered across services
- 5.8 Work flexibly and attend on site in services at locations across England as required to meet the expectations of the post.
- 5.9 Works in accordance with Caldicott principles and Data Protection principles and adheres to all relevant Compass policies, procedures and guidelines.
- 5.10 Maintain accurate records in line with the Compass policies and procedures.
- 5.11 Skillful at managing conflict that may arise whilst working on behalf of Compass.
- 5.12 Acts as a role model in applying good infection prevention and control policy and practice.

In addition to these functions the post holder is expected to undertake other duties commensurate to the grade of post.

Key Working Relationships:

The post holder is required to build effective operational and strategic sustainable partnerships with key stakeholders. Whilst not an exhaustive list, key relationships include:

- Service Commissioners
- Local Safeguarding Children Partnerships and Adult Safeguarding Boards
- Children, Young People and Vulnerable Adults
- Multi Agency Safeguarding Teams
- Primary care services
- Sexual health and substance misuse services
- Youth Council and other children, young people and parent forums.
- Compass Senior Leadership Team and Board.



PERSON SPECIFICATION – Designated Safeguarding Officer and Safety Lead

| | Essential | Desirable |
|-----------------------------------|--|---|
| QUALIFICATIONS | <ul style="list-style-type: none"> Registered professional e.g. Nurse / Social Worker Evidence of continuing professional development. Level 5 safeguarding (or willingness to undertake at appointment) | <ul style="list-style-type: none"> Relevant masters or post graduate qualification. Recognised teaching/training qualification. |
| KNOWLEDGE & EXPERIENCE | <ul style="list-style-type: none"> Significant previous experience in safeguarding leadership and management. Experience of working with children and young people, families and carers and vulnerable adults as a safeguarding professional. Knowledge of national policy and guidance relating to safeguarding. Experience of delivering training in relevant safeguarding and/or health/care context. Detailed knowledge of policy and legal frameworks relevant to the role including (but not limited to): <ul style="list-style-type: none"> - Mental Capacity Act. - Working Together. - PSIRF - Children Act - Care Act - Capacity and Consent | <ul style="list-style-type: none"> Previous experience leading services comprised of clinicians and healthcare professionals delivering services to children, young people and/or vulnerable adults. Experience of working in partnership with education (schools, PRUs, Special schools, FE colleges) and/or statutory services. |

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| People Management | <ul style="list-style-type: none"> • Creating an environment and culture of continuous learning and innovation. • • Teaching, coaching and/or mentoring. | <ul style="list-style-type: none"> • Training other professionals to develop knowledge, skills and confidence • Supervision of others to support reflective practice and continuous learning |
| Governance | <ul style="list-style-type: none"> • Leading quality assurance and clinical governance initiatives. • Extensive experience in and knowledge of safeguarding agenda via policy, procedure, supervision and practice. • Provision of safeguarding supervision and advice. • Experience of working within an environment that drives forward continuous improvement. • Experience in and/or knowledge of incident investigation in a health or care setting. | |
| Finance/Resource Management | | <ul style="list-style-type: none"> • Experience of meeting targets and deadlines within financial and contractual constraints |

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| SKILLS & APTITUDE | <ul style="list-style-type: none"> • Demonstrates leadership and the ability to delegate and supervise staff whilst being an effective role model. • Recognition and escalation of risk, contributing to control measures. • Planning workload, time management. • Work under pressure and able to manage changing priorities. • IT skills. • Multiagency/disciplinary working. • Excellent communication (written and verbal) and interpersonal skills. • Self-aware; positive attitude; flexible and adaptable; solution and business focused; and tenacious. • A high degree of personal integrity. • Ability to understand, collate, analyse and report on data to assess the performance or quality of care and services. | |
| OTHER | <ul style="list-style-type: none"> • Able to work all year round and flexibly as part of a team to best meet business need. • Willingness and ability to travel across England and to stay away from home on a flexible basis. | |