

Safeguarding Advisor

Leigh Academies Trust



More than just a job. More than just an employer.

Leigh Academies Trust is a dynamic, vibrant multi-academy trust, founded in 2008. Today we encompass 31 academies across Kent, Medway and South-East London.



LEIGH
Academies Trust

Simon Beamish

BA (Hons) MSc PGCE NPQH NLE FCCT

Chief Executive
Leigh Academies Trust



Welcome

Through a model of education that creates a network of inspirational and inclusive academies that share the same values, the Trust provides the drive for educational improvement and dynamic transformation. All of the academies work closely and collaboratively together, along with our partners, seeking to exploit the key educational philosophy of human scale education. To maximise the levels of achievement across each of our learning communities, all activities are focused on improving the life chances of the young people in our care.

As of 1st September 2022, our Trust comprises 30 geographically organised academies (14 secondaries, 14 primaries and 2 special) educating 20,000 students, and employing 3,000 talented staff. The Trust is establishing four 'clusters' of academies: North Kent; Central Kent; South East London; Medway. In addition, the Trust is responsible for one of the region's biggest initial teaching training organisations, a large teaching school hub and is an accredited apprenticeship provider. Our future plans are found in our [Vision 2030 document](#) available on our website.

We are now recruiting for a new post of Safeguarding Advisor. The successful candidate will be the lead professional in this area across the whole Trust, providing strategic support to Principals, Designated Safeguarding Leads and their teams across our secondary, primary and SEN academies. The role will focus on

safeguarding in our academies and across the entire Trust so that children and learners are protected and feel safe in our education settings. You will report directly to a member of the Trust Executive with strategic oversight of safeguarding across the Trust. You will be based at our Strood Head Office, but will inevitably want to spend a good deal of your time visiting our academies to provide strategic support, advice and guidance in the area of safeguarding.

We are looking for an expert in safeguarding within education. You will be involved in supporting the Trust fulfilling its commitment to safeguarding along with delivering its strategic priorities in this area across the entire organisation. You will support all stakeholders to develop and promote exceptionally high standards of safeguarding practice in our academies. You will currently be an outstanding leader or senior leader, such as a Vice or Assistant Principal and have a background in working within safeguarding. You will be a high-performing professional with a strong commitment to raising standards across the board for students. This is a really unique opportunity and one of the most exciting job opportunities for career progression and satisfaction in our Trust today. We look forward to appointing a dynamic individual with ideas, skills and dedication to make our safeguarding strategies even stronger.

Vacancy

We are now recruiting for a new post of Safeguarding Advisor. The successful candidate will be the lead professional in this area across the whole Trust, providing strategic support to Principals, Designated Safeguarding Leads and teams across our secondary, primary and SEN academies. The role will focus on safeguarding in our academies and across the entire Trust so that children and learners are protected and feel safe in our education settings. You will report directly to a member of the Trust Executive with strategic oversight of safeguarding across the Trust. You will be based at our Strood Head Office, but will inevitably want to spend a good deal of your time visiting our academies to provide strategic support, advice and guidance in the area of safeguarding.

The role itself offers superb career development and training opportunities for the successful candidate. Having proven yourself already as an excellent teacher and leader, you will be joining one of the UK's largest and best-established multi-academy trusts with a subject brief across the whole organisation. Others will look to you for advice and expertise; the impact you can have in this post will be highly significant. We anticipate that most candidates will have aspirations for further career progression beyond the Safeguarding Advisor position into further senior leadership positions in one of our academies. We are extremely well-placed to assist you in achieving your ambitions based on excellent performance.

Please be aware that we welcome applications from interested candidates who do not hold Qualified Teacher Status (QTS). Whilst this qualification would be desirable, it is not essential.

We wish to hear from you if you really want to change our education world are:

- an enthusiastic, energetic and ambitious leader with a track record of success;
- a motivational and inspirational leader with high expectations of staff;
- confident and able to communicate a clear vision;
- approachable and keen to work with staff across the Trust to ensure wide success;
- able to develop excellent relationships with all stakeholders.

What we can offer you:

- a highly-competitive salary;
- an exciting LAT career path with opportunities for further progression
- access to a great range of employment benefits from day one. [Click here to view the current benefits package](#), and be mindful that the list is always growing.

Position	Safeguarding Advisor
Location	Leigh Academies Trust
Responsible to	Academies Director (Trust Safeguarding Lead)
Basis	Permanent, Full-Time
Commencement	January 2023
Salary	Circa £50k-£60k

Application Process

Naturally, we are seeking to appoint the best possible candidate and therefore the application process will reflect our desire to undertake all necessary measures to achieve this.

On the basis that interested candidates will be keen to discuss the post prior to application, you can arrange a call by contacting **Molly Allen** (PA to Academies Director) - molly.allen@latrust.org.uk. Please ensure you offer Molly a range of dates when you are available in your initial email to ensure we can coordinate for both you and the Academies Director, Emma Elwin.

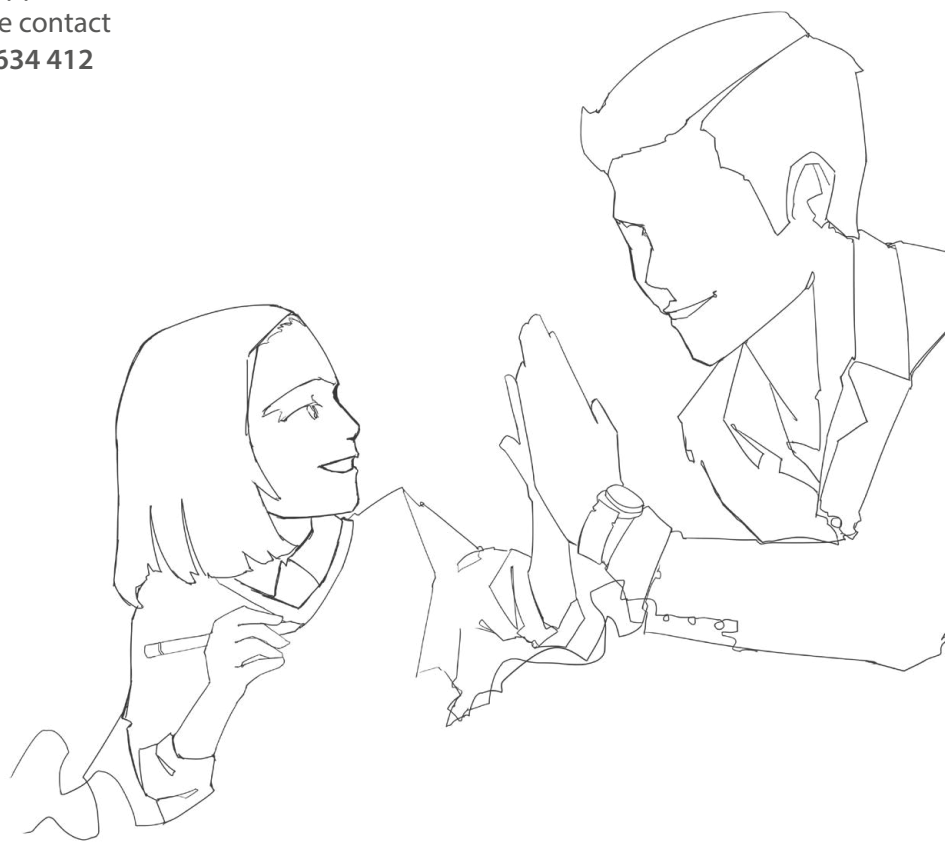
To submit an application in full, please do so online via the following link;

[Safeguarding Advisor \(Leigh Academies Trust\) - Online Application](#)

If you have any queries on any aspect of the application process or need additional information please contact **Holly Neve** (Recruitment Coordinator) on **01634 412 263** or holly.neve@latrust.org.uk.

The academy is committed to safeguarding children and successful candidates will be subject to an Enhanced DBS check. Our commitment to safeguarding is underpinned by robust processes and checks which are in place across the Trust.

Closing date for applications	Monday 3rd October 2022
Shortlisting date	Tuesday 4th October 2022
Selection activity date	Wednesday 12th October 2022



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Job Profile

Role: Safeguarding Advisor - Leigh Academies Trust
Reporting to: Academies Director (Trust Safeguarding Lead)

Job Purpose

Provide advice and guidance on education safeguarding matters and promote high standards of safeguarding practice in our academies so that children and learners are protected and feel safe in our education settings.

Key Functions

- Work in partnership with school leaders, across the Trust to provide safeguarding advice that is relevant, appropriate, and in line with statutory requirements, Trust policies and best practice.
- Support the Trust in maintaining effective oversight of its Safeguarding arrangements.

Specific Responsibilities

- Working alongside the Academies Director responsible for Safeguarding in setting the strategic goals of the Trust and Designated Safeguarding Lead forum.
- Attending and chairing the LAT DSL Forum/ support network (one per module - see LAT Accountability and QA framework), ensuring a timely and relevant agenda is shared which ensures the strategic priorities are fulfilled and that promotes and shares best practice.
- Effectively communicate local and national policy, procedures and good practice with early years, academy and education leaders (including governors) to promote and secure a culture of vigilance of safeguarding children in our

academies and the other organisations under our umbrella, for example, KMT, LAT Apprenticeships and Thames Gateway Teaching School Hub.

- Commission an appropriate external review partner/process to evaluate the safeguarding effectiveness within each academy.
- Participate in safeguarding development reviews for academies to complement and enhance the external review process. Working with academies to develop safeguarding strategic improvement plans where required.
- Work with the People Development Manager to ensure that the Trust safeguarding teams and Trust governors can source required and additional training to have the safeguarding expertise they need to fulfil their roles.
- Support the collection, analysis and evaluation of safeguarding data across the Trust and at academy level, identifying any areas of required action. Support the preparation of reporting safeguarding information to stakeholder, e.g governors and LAs.
- Ensure the Trust's Child Protection Policies and other related safeguarding policies are regularly reviewed and updated in line with statutory and/or contextual changes and needs.
- Give advice and provides audit feedback within academies how children may be taught about safeguarding, including online safety, through teaching and learning opportunities as part of a broad and balanced curriculum
- Develop opportunities to share ideas and strategies across the Trust in relation to children subject to safeguarding plans to ensure they are enabled to make good or better levels of progress.



- Provide guidance and support for those responsible for LAC across the Trust, especially on safeguarding matters.

Safeguarding of students and Duty of care

All staff, regardless of role, level of seniority and location, have a responsibility to ensure the highest levels of safeguarding and promoting the welfare of our pupils, and we expect all our staff and volunteers to share this commitment. We must collectively create an environment where children feel safe to learn, play, and grow. Children should feel comfortable in their surroundings and know that they can approach any responsible adult with any problems or concerns.

All staff must be able to identify any children who are at risk of harm, and know the characteristics of abuse or neglect. If you suspect or confirm harm then it's essential you know what actions to take.

Annual safeguarding training is offered to all staff at Leigh Academies Trust, and it is the staff member's responsibility to be aware of the most up to date guidance documented in the [Keeping Children Safe in Education document \(Department of Education\)](#).

Notes

The job description allocates duties and responsibilities but does not direct the particular amount of time to be spent on carrying them out and no part of it may be so construed. This job description is not necessarily a comprehensive definition of the post. It will be reviewed at least once a year and may be subject to modification or amendment at any time after consultation with the holder of the post.

The duties may be varied to meet the changing demands of the academy/business unit at the reasonable discretion of the Principal/Director. This job description does not form part of the contract of employment. It describes the way the post-holder is expected and required to perform and complete the particular duties as set out in the foregoing.

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Person Specification

We seek to recruit talented individuals who can not only help to build the success of our academies but also people who are engaging and passionate about everything they do. The person specification is related to the requirements of the post as determined by the job description. You should refer to these requirements when completing the application.

(e) essential criteria (d) = desirable criteria

Criteria

Educaton & Qualifications

- Qualified Teacher Status, including relevant degree (d)
- Evidence of appropriate professional development (e)
- NPQSL/NPQML or equivalent (d)
- Willingness to continue professional development (e)

Knowledge & Understanding

- Knowledge of safeguarding within education (e)
- Ability to use comparative data, benchmarking and target setting data (e)
- Ability to effectively evaluate and plan for improvement (e)
- Knowledge of effective teaching, learning and assessment methods (e)
- Understanding of effective leadership (e)
- Knowledge of new technologies and use of a learning platform to support learning and teaching (d)
- Highly developed knowledge of relevant curriculum frameworks (inc. IB) and best-practice approaches to curriculum delivery (e)

Experience

- Experience of management of curriculum development or a Key Stage (e)
- Clear evidence of leading a team to accelerate progress (e)
- Existing senior leader within a relevant setting (d)

Skills & Attributes

- Effective manager (e)
- Outstanding classroom performer (e)
- Strategic vision for raising standards (e)
- Ability to manage change effectively (e)

- Ability to develop effective relationships and teams (e)
- Strong communication skills (e)
- Excellent organisational skills (e)
- Willingness to contribute to the leadership of academies as required (e)
- Ability to prioritise, meet deadlines and work under pressure (e)

Teaching & Learning


- Excellent classroom practice (e)
- Development of a range of teaching methods (e)
- Experience of raising academic standards (e)
- Experience of monitoring classroom performance (e)
- Evidence of the impact of coaching/support for individuals (e)

Motivation & Personality

- Positive and optimistic (e)
- Sense of accountability (e)
- Good sense of humour (e)
- A constant drive for improvement (e)
- Ability to motivate colleagues and students (e)
- Excellent attendance record (e)
- Able to work in a professional manner as part of a team (d)

Additional Requirements

- Flexibility (d)
- Deep understanding of current educational issues (e)
- Willingness to contribute towards the wider ethos of the Trust (d)
- Support senior leadership team as necessary in ensuring the effective running of academies (d)

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Benefits at Leigh Academies Trust

At Leigh Academies Trust, we want to provide you with a rewarding and enriching career and to help you to reach your full potential, both professionally and personally. As an employee of Leigh Academies Trust, here is a taster of the great benefits you can receive from day one;

- An open and collaborative working environment, not just within your academy but also across the Trust where innovation is encouraged
- A career in an organisation that values individuality and diversity
- Dedicated focus groups to ensure we have the optimal working environment in all aspects.

Professional development opportunities

- Regular training and access to a range of internal and external programmes tailored to your learning needs throughout your career
- Educational sponsorship (application required)
- Opportunities for career progression as we are willing and able to support moves from one academy to another.

Financial

- A competitive salary for both teaching and non-teaching staff whereby pay progression is possible on an annual basis, following successful performance
- Access to a highly attractive pension plan
- Neyber platform – support provided to build your financial confidence and support when needed with Neyber loans
- Access to a range of benefits and discounts that are sourced specifically for our staff.

Well-being

- Full-time associate staff receive 25 days annual leave plus bank holidays which increases to reflect your length of service
- The chance to work with a company who received a 'Gold' Workplace Wellbeing Award for the last two years
- Wellbeing champions and access to Mental Health First Aiders
- 24/7 access to a free Employee Assistance Programme to provide confidential advice and guidance
- Student Wellbeing support from our Educational Psychologist team
- Personal resilience and Wellbeing courses
- Access to our Wellbeing platform with a range of ever evolving benefits
- Wellbeing campaigns.

Facilities

- Great school buildings with many state-of-the-art facilities across our academies, providing positive working environments
- Free/discounted gym access
- Free car parking at every site
- On-site catering with great food, all reasonably priced for staff (with the option to buy evening meals so you don't have to cook!)
- Social networking opportunities across the trust to create new relationships both inside and outside of the work setting.
- Work laptop is provided



An overview of the Trust you'd be joining

Leigh Academies Trust is a non-profit making charitable company limited by guarantee, based in Strood, Medway. The Trust exists to support and assist schools to build upon their existing strengths and to help them achieve rapid educational transformation. It has significant experience in running schools, and today includes both sponsored academies and schools which have chosen to convert to Academy status.

The Trust was formed in 2008 with the linking of The Leigh Technology Academy and Longfield Academy under one governing body. Today, we encompass more than 20,000 students between the ages of 2 months and 19 in 30 primary, secondary and special academies including one all-through academy and one grammar school.

Leigh Academies Trust – Our Values:

- We care – about our pupils and their families through our human scale approach to education, our staff and their well-being and the world around us, driven by our high ideals and strong moral values.
- We have boundless ambition – to achieve excellence for all and create confident young adults with high levels of resilience and integrity.
- We work together – as one team because we are greater than the sum of our parts. We foster an enterprising culture through global collaboration with partners in business and education
- We keep getting better – using our 'can-do' attitude and research informed approach to continuous improvement and innovation.

Trust Advantages:

- Expert central services for finance, HR, IT, facilities and business functions
- Innovative approaches to teacher recruitment and retention
- Fast track development of leaders for internal promotion opportunities
- Central reserves protect individual school budgets.
- Substantial investment in cross-Trust initiatives to improve teaching and learning
- Close collaboration between senior leaders across the Trust
- Integration of primary and secondary approaches into all-through education
- Adequate scale to design and test new delivery models as government policies, rules and measures change
- High quality strategic governance with wide business and professional experience

Our Mission:
Education for a better world

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