



South Tyneside Council

CHILDREN AND YOUNG PEOPLE DIRECTORATE

PERSON SPECIFICATION

POST TITLE: Safeguarding Officer

GRADE Band 6 SCP22

	ESSENTIAL	DESIRABLE	METHOD OF ASSESSMENT
Educational Attainment	<ul style="list-style-type: none">• CACHE L3 or HLTA or NVQ 3 or equivalent qualification or experience in relevant discipline• Professional qualification relating to education, social care, community development etc	<ul style="list-style-type: none">• Evidence of further training/Development• Relevant SEN training/qualification	<ul style="list-style-type: none">• Application form• Certificates• Interview
Work Experience	<ul style="list-style-type: none">• Experience of undertaking common assessment framework assessments, reviews and lead professional role• Experience of attending child protection reviews and conferences• Experience of supporting vulnerable children and their families including SEN, LAC, CP, G&T, FSM and young carers	<ul style="list-style-type: none">• Experience of working with and supporting vulnerable pupils and families including Common Assessment framework, Children in need, Child protection and Looked after children	<ul style="list-style-type: none">• Application form• Interview/observation• References
Knowledge/ Skills/ Aptitudes	<ul style="list-style-type: none">• Understanding of child protection and safeguarding procedures• Understanding of vulnerable pupil groups• In-depth understanding of relevant policies/codes of practice and awareness of relevant legislation• Understanding of child development and learning• Ability to self-evaluate learning needs and actively seek learning opportunities• Ability to relate well to children and adults• Excellent numeracy/literacy skills• Good knowledge of Microsoft Office and general computer skills		<ul style="list-style-type: none">• Interview/observation• References

Disposition	<ul style="list-style-type: none"> • Ability to relate well to children and adults • Ability to work from own initiative and as part of a team successfully • Committed to the principals of equality and diversity • Flexible approach to work 		<ul style="list-style-type: none"> • Interview • References
Circumstances	<ul style="list-style-type: none"> • Enhanced clearance from the Disclosure and Barring Service 		<ul style="list-style-type: none"> • DBS check