

## The Role of the Designated Safeguarding Lead (DSL)

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### THE ROLE OF THE DSL

The role of the Designated Safeguarding Lead (DSL) for St Dunstan's Educational Foundation is in accordance with guidance provided in Annex B of *Keeping Children Safe in Education 2018*. As such, the DSL is a member of the College Leadership Team (as Deputy Head), and therefore has the appropriate status and authority within the Foundation to carry out the duties of the post. The Foundation ensures that the DSL is given the time, funding, training, resources and support to provide advice and support to other staff on child welfare and child protection matters, to take part in strategy discussions and inter-agency meetings – and/or to support other staff to do so – and to contribute to the assessment of children. Although St Dunstan's College also has a number of members of the Safeguarding Team the ultimate **lead responsibility** for child protection remains with the Designated Safeguarding Lead, and this lead responsibility should not be delegated.

### RESPONSIBILITIES OF THE DSL

#### Managing referrals

- Refer cases of suspected abuse to the local authority children's social care
- Refer cases to the Channel programme where there is a radicalisation concern
- Refer cases where a person is dismissed or left due to risk/harm to a child to the DBS
- Refer cases where a crime may have been committed to the Police

#### Work with others

- Liaise with the Headmaster to inform him of issues, especially ongoing enquiries under section 47 of the Children Act 1989 and police investigations
- Liaise with the LADO for child protection concerns concerning a staff manager
- Liaise with staff on matters of safety and safeguarding and when deciding whether to make a referral by liaising with relevant agencies

#### Undertake training

The DSL (and deputies) should undergo training to provide them with the knowledge and skills required to carry out the role. This training should be updated at least every two years.

The DSL should undertake Prevent awareness training.

In addition to the formal training set out above, their knowledge and skills should be refreshed (this might be via e-bulletins, meeting other DSLs, or simply taking time to read and digest safeguarding developments) at regular intervals, as required, but at least annually,

to allow them to understand and keep up with any developments relevant to their role so they:

- Understand the assessment process for providing early help and intervention, for example through locally agreed common and shared assessment processes such as early help assessments;
- Have a working knowledge of how local authorities conduct a child protection case conference and a child protection review conference and be able to attend and contribute to these effectively when required to do so;
- Ensure each member of staff has access to and understands the College's child protection policy and procedures, especially new and part-time staff.
- Are alert to the specific needs of children in need, those with special educational needs and young carers;
- Are able to keep detailed, accurate, secure written records of concerns and referrals;
- Understand and support the College with regards to the requirements of the Prevent duty and are able to provide advice and support to staff on protecting children from the risk of radicalisation;
- Obtain access to resources and attend any relevant or refresher training courses; and
- Encourage a culture of listening to children and taking account of their wishes and feelings, among all staff, in any measures the school or college may put in place to protect them.

#### **Raise Awareness**

- The DSL should ensure the College's child protection policies are known, understood and used appropriately;
- Ensure the College's child protection policy is reviewed annually (as a minimum) and the procedures and implementation are updated and reviewed regularly, and work with governing bodies regarding this;
- Ensure the child protection policy is available publicly and parents are aware of the fact that referrals about suspected abuse or neglect may be made and the role of the school or college in this; and
- Link with the local LSCB to make sure staff are aware of training opportunities and the latest local policies on safeguarding.

#### **Child protection file**

- Where children leave the College ensure their child protection file is transferred to the new school or college as soon as possible. This should be transferred separately from the main pupil file, ensuring secure transit and confirmation of receipt should be obtained.

#### **Availability**

- During term time the DSL (or another member of the Safeguarding Team) should always be available (during College hours) for staff in the school or college to discuss any safeguarding concerns. Whilst generally speaking the DSL (or another member of the Safeguarding Team) would be expected to be available in person, in some instances the DSL may be available by phone instead.

- The DSL must ensure that adequate and appropriate cover arrangements are made for any out of hours/out of term activities. This is normally by making a DSL mobile number available to staff during these times.

The mobile telephone number for the DSL is +44 7990 073664

ANW

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