

**Wellington School - Person Specification**  
**Deputy Designated Safeguarding Lead – Non-Teaching**



Essential	Desirable
<b><u>Qualifications</u></b>	
<ul style="list-style-type: none"> <li>▪ GCSE Grade C (or equivalent) or above in English and Maths</li> </ul>	<ul style="list-style-type: none"> <li>▪ Level 3 DSL (and further updates as required)</li> </ul>
<b><u>Skills and Abilities</u></b>	
<ul style="list-style-type: none"> <li>▪ Experience working with children or young people in a safeguarding or pastoral role</li> <li>▪ Strong knowledge of safeguarding and child protection legislation and guidance, including <i>KCSIE</i></li> <li>▪ Able to manage sensitive information confidentially and professionally</li> <li>▪ Strong interpersonal and communication skills</li> <li>▪ Able to remain calm, objective and resilient in challenging situations</li> <li>▪ The ability to work as part of a large staff team and provide support where needed</li> <li>▪ High level of organisation and administrative skills</li> <li>▪ Able to work to tight deadlines, managing and prioritising time effectively</li> <li>▪ Able to build and maintain positive working relationships with families and professionals</li> </ul>	<ul style="list-style-type: none"> <li>▪ Experience of working with external agencies and making referrals</li> </ul>
<b><u>Personal Qualities</u></b>	
<ul style="list-style-type: none"> <li>▪ Flexible and organised approach to work</li> <li>▪ Demonstrate a continued commitment to professional development and undertake all mandatory training associated with the role</li> <li>▪ Strong relationship building skills</li> <li>▪ Approachable and able to deal with problems in a professional and friendly manner, displaying tact and diplomacy as required</li> <li>▪ Commitment to Diversity, Equality and Inclusion</li> </ul>	