

## Job Description: Designated Safeguarding Team (DST)



The setting's Designated Safeguarding Team (DST) consists of:

- **Designated Safeguarding Lead**
- **Deputy Designated Safeguarding Lead**
- **Assistant Designated Safeguarding Lead**

They are responsible for child protection and 'children in care' at Oasis Childcare Centres.

These designated leads will have suitable experience and expertise, and are responsible for liaising with the Multi Agency Referral Unit (MARU), the Local Safeguarding Children board and Ofsted in any child protection matter.

As employees of Oasis, all members of the DST are required to follow the settings policies and procedures, with particular reference to Child Protection/Safeguarding Children for their designated child protection roles.

As the designated person responsible for safeguarding children your role is to:

- Act as a critical friend to the settings, in order to ensure that the appropriate systems and procedures are in place to cover all aspects of the safeguarding agenda and all statutory management committee responsibilities are met.
- Monitor appropriate policies, including Child Protection/Safeguarding Children and all other policies and documents that fall within safeguarding and the staff induction.
- Ensure there is a designated senior member of staff for dealing with safeguarding issues available at all times and that they have completed the appropriate level of training.
- Monitor how internal records are maintained.
- Monitor individual cases, liaising with the Designated Safeguarding Lead (DSL) on the Management Committee about child protection issues within the setting and provide information and reports to the Management Committee.
- Monitor staff training records to ensure compliance and also monitor the impact of training and put measures in place to check all staff understanding in the context of keeping children safe in education (KCSE 2018).
- Ensure interview panels are convened appropriately and safer recruitment practices are followed and that the single central record is maintained.
- Ensure that the quality of training of contractors is appropriate to keep children safe.
- To ensure accreditation procedures are followed and all policies are updated annually.
- Take account of how safe children feel when in the setting and monitor all feedback mechanisms put in place by the setting.
- Ensure the safeguarding agenda is embedded in the ethos of the setting.
- Monitor progress against any outstanding actions on the 'Safeguarding Compliance Checklist for Committee Members'.

- Attend child protection training every 2 years AND receive ANNUAL UPDATES.
- Ensure committee members attend appropriate safeguarding training, including appropriate training in respect of allegations against staff.
- Ensure at least one member of the Management Committee on the recruitment and selection panel for staff, has successfully completed Safer Recruitment training.
- Provide an annual report to the full Management Committee in respect of training undertaken by committee members, the DST, staff and volunteers.
- Annually review the 'Safeguarding Compliance Checklist for Committee Members'.

## **Job Description: Designated Safeguarding Lead (DSL) on the Management Committee**



The Designated Safeguarding Lead (DSL) on the Management Committee is responsible for child protection and 'children in care' at Oasis Childcare Centres.

This officer will have suitable experience and expertise, and are responsible for liaising with the Multi Agency Referral Unit (MARU), the Local Safeguarding Children board and Ofsted in any child protection matter.

As a member of the Oasis Management Committee, you are required to follow the settings policies and procedures, with particular reference to Child Protection/Safeguarding Children for your designated child protection roles.

As the designated person responsible for safeguarding children your role is to:

- Act as a critical friend to the setting, in order to ensure that the appropriate systems and procedures are in place to cover all aspects of the safeguarding agenda and all statutory management committee responsibilities are met.
- Monitor appropriate policies, including Child Protection/Safeguarding Children and all other policies and documents that fall within safeguarding and the staff induction.
- Ensure there is a designated senior member of staff for dealing with safeguarding issues available at all times and that they have completed the appropriate level of training.
- Monitor how internal records are maintained.
- Monitor individual cases, liaising with the Manager about child protection issues within the setting and provide information and reports to the Management Committee.
- Monitor staff training records to ensure compliance and also monitor the impact of training and put measures in place in partnership with the Designated Safeguarding Team (DST) to check all staff understanding in the context of keeping children safe in education (KCSE 2018).
- Ensure interview panels are convened appropriately and safer recruitment practices are followed and that the single central record is maintained.
- Ensure that the quality of training of contractors is appropriate to keep children safe.
- To ensure accreditation procedures are followed and all policies are updated annually.
- Take account of how safe children feel when in the setting and monitor all feedback mechanisms put in place by the setting.
- Ensure the safeguarding agenda is embedded in the ethos of the setting.
- Monitor progress against any outstanding actions on the Management Committee safeguarding checklist.
- Attend child protection training every 2 years AND receive ANNUAL UPDATES.

- Ensure committee members attend appropriate safeguarding training, including appropriate training in respect of allegations against staff.
- Ensure at least one member of the Management Committee on the recruitment and selection panel for staff, has successfully completed Safer Recruitment training.
- Provide an annual report to the full Management Committee in respect of training undertaken by committee members, the DST, staff and volunteers.
- Annually review the 'Safeguarding Compliance Checklist for Committee Members'.