

DEPUTY HEAD SAFEGUARDING

— INFORMATION PACK —



WELCOME

The community of Oundle, in which staff, pupils and the town have coexisted for over 450 years, is quite unique.

Walk around and you will sense both tradition and innovation at every turn, from our remarkable buildings and facilities to the daily interactions that take place within our classrooms. Our teachers live and work in a community from which they draw inspiration constantly. This is a privilege in and of itself. The fact that our teachers do this in the company of our extraordinary pupils, with their endless enthusiasm and thirst for learning both inside and outside the classroom, is what makes Oundle truly special.

Academic rigour lies at the heart of our curriculum. So too does the passion that our teachers have for their subjects. But we do not stand still. Our ability and willingness to change has long been the defining measure of our success, and it is through embracing new facilities, techniques and technologies that we seek constantly to develop our academic curriculum. Our teachers nurture the natural curiosity and ability of Oundelians. We afford them the necessary time, resources and expertise to ensure that each and every pupil is immersed in creative and productive work across the breadth of the curriculum. We acknowledge, pursue and reward academic excellence at every opportunity, be that in the classroom, in our academic societies or in intellectual endeavours beyond the confines of our School.

It is this approach which instils a love of scholarship – a life of learning – in all our pupils and staff, helping to forge an intellectually curious community that collectively seeks to understand better, and ultimately to serve, the complex world we inhabit.

Please do read on and begin to experience Oundle for yourself. A warm welcome awaits.



Schools flourish because of the way in which you treat people. That is not just true of schools, it is true of society and of communities. We value our pupils as able children who love school. What I would say to anyone who is thinking about applying for a teaching role here matches this. If you enjoy the full breadth of school life, if you love your own academic discipline and if you really enjoy the company of teenagers, why wouldn't you work at Oundle? This is not a place where Oxford and Cambridge graduates only dare apply or those with a background in independent schools. This is a living, breathing school with a very diverse pupil and staff body. The teachers who genuinely flourish here are those who are drawn vocationally to teaching and who are aspirational for themselves as well as for their pupils.

Sarah Kerr-Dineen, Head

Hear more from Sarah here:



“TEACHERS HAVE SO MUCH TIME FOR YOU AND TAKE AN ACTIVE INTEREST IN MAKING SURE THAT YOU'RE STRETCHING YOURSELF. YOU ARE GIVEN SO MANY OPPORTUNITIES AT OUNDLE AND IF YOU MAKE THE MOST OF THEM, YOU WILL JUST FLY.”

Current Oundelian



WORKING AT OUNDLE

There are 800 people who work at Oundle, of whom 150 are teachers. Keeping that body of people together and feeling part of the same enterprise is absolutely vital.

SALARY AND BENEFITS

Life at Oundle is immensely rewarding and staff are at the heart of our whole School community. We greatly value the contribution that each and every teacher makes and we are committed to ensuring the best possible working environment, including a generous employee benefits package support and an emphasis on staff wellbeing.

In addition to a generous pay scale, benefits include:

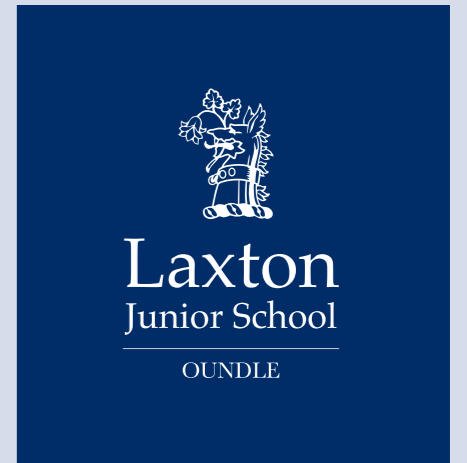
- As a member of the School's leadership team the post attracts a fee remission for qualifying children at Laxton Junior School or Oundle School, subject the places being available.
- Given the requirements of the role, subsidised accommodation will be available if the successful candidate does not live in or near Oundle.
- An extensive and supportive induction programme
- A firm commitment to your professional development
- A Life Assurance scheme
- Heavily subsidised membership of the Oundle School Sports Centre for you and your immediate family
- Participation in both Electric Vehicle and Cycle to Work salary sacrifice schemes
- Access to a Bupa Wellbeing Health Expenses Plan
- An employee assistance programme offering a wide range of specialist support and advice
- A personal Microsoft Surface Pro for use during your tenure
- Free meals during term time and free parking
- Access to the Cripps Library, including the Rare Books collection
- Free and discounted Stahl Theatre and Music concert tickets
- Heavily subsidised Common Room Bar and socials.
- Contributory Pension Scheme: You will need to contribute a minimum of 3% of your contracted salary and you are eligible to receive a contribution from the School capped at 12.5% of contracted salary.

LAXTON JUNIOR SCHOOL

Founded in 1973, Laxton Junior School (LJS) is an integral part of Oundle School, educating children between the ages of 4 – 11. With around 260 pupils, it is a school small enough for everyone to know and look out for each other, but big enough to have great reach across all aspects of the curriculum and beyond.

The vast majority of pupils progress to Oundle and there are strong links between the two schools, including across sport, curriculum subjects and after school clubs. LJS is located with several acres of beautiful green land in the town, benefiting from its own sport pitches while making the most of Oundle's outstanding facilities, including the Sports Centre and SciTec.

www.laxtonjunior.co.uk

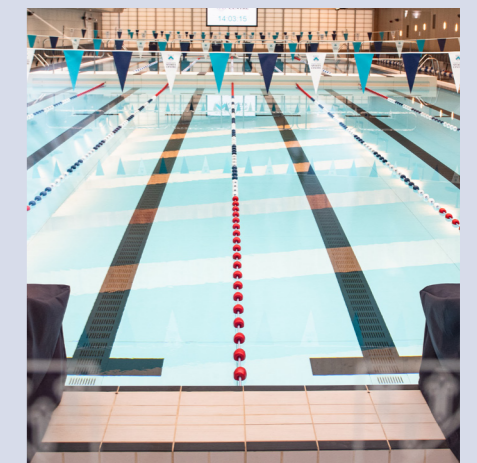


OUNDLE SPORTS CENTRE

Our state-of-the-art Sports Centre, which opened in 2020, offers a wide range of classes, fitness facilities and activities on a commercial basis, as well as numerous courses, children's holiday clubs and organised parties. Public access in term time is programmed around the sporting requirements of both Oundle and Laxton Junior School, with both Schools allocated exclusive access to the Sports Centre at key times.

Facilities include a 50m swimming pool, an 8 court hall, a 70 station fitness suite, a dedicated dance studio, three further multipurpose studios and a café. It is the gateway to all School sports and is located next to the original sports centre which, amongst other things, has indoor cricket nets and an indoor climbing wall.

www.oundlesportscentre.co.uk





This job description describes the practical purpose and main elements of the job. It is a guide to the nature and main duties of the job as they exist currently. It is not intended as a wholly comprehensive schedule.

SAFEGUARDING

This is a new role, created in recognition of the growth of this area of the School's responsibilities over recent years. It is a very significant whole-School role; the postholder is therefore a member of the Leadership Team and reports directly to the Head. Given the skills and experience required for the position, it is envisaged that the postholder will not teach, and need not be a teacher by profession, but will nonetheless be a presence around the School.

This is a full-time role. The nature of the work will require the postholder to be on call in term time and available when the School is not in session, as for all members of the Leadership Team, but in this case as directed by Keeping Children Safe in Education (KCSIE). It is anticipated that the postholder will live in Oundle, either in their own or

in School accommodation. There is no dedicated PA but administrative support can be requested if required via the Deputy Head's PA in the Brereton Rooms.

The postholder will be the Designated Safeguarding Lead (DSL) for Oundle School and will work in full partnership with the DSL at Laxton Junior School (LJS). The postholder will line manage the other DSLs in the Corporation of Oundle School. Duties relating to this role are in accordance with the Annex C of KSCIE. (https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1181955/Keeping_children_safe_in_education_2023.pdf)



DIRECT REPORTS:

DIRECTOR OF SAFEGUARDING (DEPUTY DSL, OUNDLE SCHOOL)

OTHER DESIGNATED SAFEGUARDING LEADS WITHIN THE CORPORATION OF OUNDLE SCHOOL:

DSL (SPORTS CENTRE)

DSL (ENTERPRISES)

DEPUTY HEAD SAFEGUARDING

TO START IN SEPTEMBER 2024

The Deputy Head Safeguarding is responsible for ensuring that the School's Strategic Plan is embedded and embodied in his or her work by devising, in liaison with the Head, the strategic plan for safeguarding across the school. Priorities drawn down from this plan are reported to the Education Committee of the Governing Body, via the Head, at the start of each academic year and reflected on in the first half of the Summer Term. A comprehensive review of safeguarding is reported to the full Governing Body annually in June each year.

The work of the postholder is as much about promoting preventative strategies and education as it is reactive, and is closely allied to that of the Deputy Head Pastoral.

THE WORK OF THE POSTHOLDER COMES UNDER THE FOLLOWING HEADINGS:

- Strategy
- Compliance
- Working Together
- Management of Safeguarding
- Casework
- Online Safety
- Record Keeping
- Ongoing Professional Development

A full Job Description is available on request from the Head's PA, Tracy Heath:
theath@oundleschool.org.uk



THE DEPUTY HEAD SAFEGUARDING

- has a dedicated office.
 - receives a salary off pay spine commensurate with the post
 - may be accommodated in School accommodation on a service occupancy agreement for the better fulfilment of duties including 'on call' arrangements
 - will expect to be available when the School is not in session.
 - Promote and support the School's Prevent Strategy as outlined in the Prevent Policy in the Staff Handbook, ensuring that visitor and other relevant protocols are observed by direct reports
 - Reinforce and demonstrate an appreciation for the importance of diversity, championing and contributing to the School's Equality, Diversity and Inclusion Strategy as a member of the Leadership Team
 - There is no dedicated budget for this post: the postholder makes requests through relevant budgets, such as staff training within the Professional Development budget.
 - This is a new role. It is therefore anticipated that the Job Description will be adapted by mutual agreement, with an updated version agreed at the end of the first year of tenure.
- In addition, the post holder is expected to:
- Act at all times consistently with Oundle School's Safeguarding Policy, associated procedures and standards of behaviour and in line with [KCSIE Part 1 and Annex B](#)
 - Ensure compliance with the School's Health and Safety policy and requirements
 - Carry out any other duties commensurate with the post as may be reasonably required by the Head.

PERSON SPECIFICATION

These key tasks are not intended to be exhaustive, but they highlight a number of major tasks that the post-holder may be reasonably expected to undertake.

QUALIFICATIONS

ESSENTIAL:

Qualified to graduate level with a good degree.

Evidence of on-going learning and professional development.

DESIRABLE:

Post-graduate qualification.

Designated Safeguarding Lead trained.

SPECIALIST SKILLS & EXPERIENCE

ESSENTIAL:

An assured understanding of safeguarding: issues, strategy and implementation.

Nuanced thinker with a commitment to evaluating alternative strategies in pursuit of the best outcomes for children.

Proven leadership skills and at least middle management experience.

Significant experience in a safeguarding or children protection role.

Excellent, prompt communication and presentation skills, both in person and online.

A preference for teamworking on casework, with an ability to assign roles and maintain momentum by keeping in touch with all involved.

A very keen eye for detail and accuracy, seeing things through to the end and retaining records of such.

ESSENTIAL:

Detailed understanding of GDPR.

Highly-developed skills of organisation.

Very good IT knowledge and skills.

Experience of delivering successful outcomes under pressure.

An effective collaborator able to deliver cross department improvements.

DESIRABLE:

Experience of setting and implementing strategy.

Experience working effectively with external agencies.

PERSONAL QUALITIES

ESSENTIAL:

Ability to use own initiative.

Excellent communication skills.

Ability to build positive professional relationships at all levels.

Excellent judgement and decision-making skills; calm under pressure.

Organised, punctual and efficient in prioritising workload and managing time effectively.

ESSENTIAL:

An understanding of and sympathy for boarding education.

An affinity with the ethos of Oundle School.

A sense of humour and perspective.

Tenacity.

These key tasks and competencies are not intended to be exhaustive, but highlight a number of major tasks and skill-sets that the post holder may be reasonably expected to undertake and demonstrate.



OUNDLE SCHOOL AND LAXTON JUNIOR SCHOOL ARE PROUD TO BE EQUAL OPPORTUNITY EMPLOYERS AND WE WELCOME APPLICATIONS FROM ALL. WE ARE COMMITTED TO THE ELIMINATION OF UNCONSCIOUS BIAS, PROMOTING AN ETHOS OF INCLUSION, RESPECT FOR OTHERS AND CELEBRATING DIVERSITY IN ALL ITS FORMS THROUGHOUT THE SCHOOL COMMUNITY."

YOUR APPLICATION

If you are an outstanding individual, passionate about your respective field and excited by our philosophy as a School, we would love to hear from you.

- To discuss any of the specifics of the role or the application process, please contact Tracy Heath, PA to the Head at theath@oundleschool.org.uk or on 01832 277142.



KEY DATES

Closing date: Monday 16th October 2023

Interview date: week commencing 6th November 2023

HOW TO APPLY

Please complete this [application form](#) and this [supplement form](#), before submitting using the contact details below.

Please note that only fully completed application forms with supplements will be considered. CVs and covering letters are not included in the short-listing process.

SHORT-LISTING

We assess all applications based on the information provided on the application form and will short-list candidates who best fulfil the criteria for the role and the person specification. Subject to the number of applications, short-listing may take place before the deadline for applications has passed. If you have not heard from us within two weeks of the closing date, you can assume that your application is not being progressed on this occasion.

INTERVIEWS

Short-listed candidates will be interviewed by the Head, the Deputy Head, the Deputy Head Academic and other members of the School management team. You will also be given the opportunity of a School tour.

Completed application forms should be returned to:

Post: Human Resources, The Bursary, Church Street, Oundle PE8 4EE.

Email: opportunities@oundleschool.org.uk

Tel: 01832 277193

SAFEGUARDING AND CHILD PROTECTION

We are committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. The successful applicant will be subject to appropriate safeguarding checks including an enhanced disclosure check by the Disclosure and Barring Service. All staff are required to provide evidence of identity, entitlement to work in the United Kingdom, and of qualifications declared on their application form.

FIND OUT MORE

Ahead of filling out an application, we highly recommend getting a feel for what we stand for as a School. Do feel free to explore our website at your leisure, but to help direct you, this further suggested content will hopefully give you a greater insight into Oundle and the wonderful community of people who live and work here.

Meet the Head

Hear from [Sarah Kerr-Dineen](#) about what brought her to Oundle and what makes her proud to be Head.



Our Philosophy

This is who we are as a School, what we do, what we value and where we are going. The full brochure is sent to all prospective parents.



Our publications

We have a number of publications, including *The Review*, which reports against our strategic objectives and *Oundle Opportunities* which illustrates the breadth of our co-curricular offering. Our GCSE and A level options booklets can be viewed [here](#) too.



We are committed to minimising our impact on, and improving the quality of, the environment both now and in the future. Since 2021 we have worked in partnership with iE, Investors in the Environment, to structure our efforts and track our progress towards something which is recognisably better than where we started. In the summer of 2022 we achieved the Bronze level of accreditation and we are now working towards Silver.



Website
www.oundleschool.org.uk



Social Media
[Follow@oundleschool](#)



YouTube
[Search Oundle School](#)

