

## The DSL (Designated Safeguarding Lead) details.

Mrs Delphine LONG

Certified Safeguarding Children Level 3 - Designated Safeguarding Lead (DSL): Levels 1, 2 and 3  
October 2022

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## The DSL (Designated Safeguarding Lead) job description.

Kidoloisirs is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

### Summary of role:

- ☑ To take lead responsibility for all safeguarding and child protection matters arising at the after school clubs and to support all other staff in dealing with any child protection concerns that arise.
- ☑ Promoting and safeguarding the welfare of children and young persons for who you are responsible and with whom you come into contact
- ☑ To be available for staff to discuss any safeguarding concerns.

### Main Duties and Responsibilities

#### **MANAGING REFERRALS**

To take lead responsibility for:

- ☑ Referring all cases of suspected abuse of any pupil at the School to children's social care
- ☑ Referring to the Local Authority Designated Officer (LADO) team all child protection concerns which involve a member of staff
- ☑ As required, liaise with the case manager and the designated officer at the local authority for child protection concerns (all cases which concern a staff member)
- ☑ Taking part in strategy discussions and inter-agency meetings and/or to supporting other staff to do so and to contribute to the assessment of children.
- ☑ Making referrals to the Disclosure and Barring Service where a member of staff is dismissed or resigns in circumstances where there has been actual harm, or risk of harm, to a child
- ☑ Making referrals to the police where a crime may have been committed which involves a child.

#### **RAISING AWARENESS**

- ☑ Ensure the Kidoloisirs's child protection policy, and the implementation of it, is reviewed at least annually and is up to date.

- ☒ Ensure the child protection policy is available publicly.
- ☒ Ensure that parents are aware that referrals about suspected abuse or neglect may be made to children's social care and the School's role in this.
- ☒ Maintain links with Local Safeguarding Children Board to ensure staff are aware of training opportunities and the local policies on safeguarding.

### **PREVENTING RADICALISATION**

In accordance with the Prevent Duty Guidance for England and Wales and Channel Duty Guidance: Protecting vulnerable people from being drawn into terrorism (2015) Last updated 1 April 2021, the DSL has the following responsibilities:

- ☒ - Acting as the first point of contact for parents, pupils, working and assistant staff and external agencies in all matters relating to the Prevent Duty
  - Assessing the training needs of all after school clubs staff in relation to the Prevent Duty and implementing and maintaining an ongoing training programme for staff including induction training for all newly appointed staff and volunteers.
- ☒ - Maintaining an ongoing training programme on the Prevent Duty for all staff including induction training for all new employees and keeping records of staff training.
  - Monitoring the keeping, confidentiality and storage of records in relation to the Prevent Duty.
- ☒ - Liaising with the local Prevent co-ordinators, the police and local authorities and existing multiagency forums in all necessary or appropriate circumstance relating to the Prevent Duty **TRAINING**

The DSL ([Delphine.long@kidoloisirs.com](mailto:Delphine.long@kidoloisirs.com)) & Deputy DSL ([omar.latreche@kidoloisirs.com](mailto:omar.latreche@kidoloisirs.com)) should receive appropriate child protection training every 2 years (and refresh their knowledge and skills through network meetings, email updates and documents on an ongoing basis) in order to:

- 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 after school clubs child protection policy and procedures, especially new and part time staff.
- ☒ - Be alert to the specific needs of children in need, those with special educational needs and young carers.
- ☒ - Be able to keep detailed, accurate, secure records of concerns and referrals.
- ☒ - Obtain access to resources and attend any relevant or refresher training courses.
- ☒ - Encourage a culture of listening to children and taking account of their wishes and feelings, amongst all staff.

**The DSL (Designated Safeguarding Lead) Deputy 1.**

Mr Omar LATRECHE (Certified Safeguarding Children Level 3 -Designated Safeguarding Lead (DSL): Levels 1, 2 and 3 -)

October 2022

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**The DSL (Designated Safeguarding Lead) Deputy 2.**

Mr Jordan BAROCAS (Kidoloisirs Area Manager)

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