

Head of Safeguarding & Welfare



We are Humber Education Trust.



We are Humber Education Trust.



Our vision is to develop a high performing Multi Academy Trust that delivers the very best educational experience for all children and young people.

We grow, develop, support and improve our schools across the Trust, with a clear focus on raising standards, encouraging innovation and strengthening the ethos of the Trust to ensure that we have a positive impact on all of the children and young people within the Trust.

As a partnership, our strength lies in a common purpose: high aspirations, moral values, care and support; yet celebrates our individual uniqueness. As a trust, we drive these aims further and faster for the benefit of our pupils and our communities.

We are delighted to be recognised as one of the top performing Multi-Academy Trusts in the country*.

Humber Education Trust is supported by a strong Trust Board who provide effective support and the challenge required to ensure that we build on our track record of excellence to provide strategic partnerships to improve quality, share best practice and operate effectively and efficiently. We believe passionately that every penny that comes into a school should be spent on the development and provision of a first-class standard of education for all.

Humber Education Trust is a growing trust of 17

schools (13 primary schools and 4 special schools).

We have a strong moral purpose and a determination to provide the best education possible for the children in our care.

- We always put the needs of children first
- We celebrate what joins us and also what makes our schools unique
- We embrace links with other education providers as we seek the best outcomes for children
- We have high aspirations for everyone in the school community
- We personalise the support offered to pupils, staff members and schools alike
- We believe in system leadership
- We are passionate educators of everyone in the school community
- We welcome challenge as this promotes positive change
- We are determined to achieve the best outcomes for every individual
- We are relentless in our pursuit of excellence

Thank you for showing an interest in working within our Trust. I wish you well with your application.

*(based on KS2 outcomes and Trusts with more than 10 schools)



Rachel Wilkes OBE
Chief Executive Officer



We are Humber Education Trust.

Safeguarding lies at the heart of the Trust's mission to ensure every child is protected, supported and able to flourish within a safe and nurturing environment. This role has been created to strengthen that mission by providing strategic leadership, expert guidance and robust oversight across all safeguarding and pupil welfare functions. As the Trust continues to grow and evolve, we are committed to ensuring that our safeguarding practice remains exemplary, proactive and fully compliant with all statutory expectations.

The successful candidate will work closely with the Executive Team and Headteachers, to shape a Trust-wide safeguarding culture that is vigilant, transparent and continually improving, bringing professional expertise, sound judgement and the ability to identify emerging risks. This is a pivotal role, providing the strategic insight and operational leadership necessary to maintain the highest possible standards of safeguarding and child protection.

Central to the role is the development and monitoring of the Trust's safeguarding strategy, including compliance, quality assurance and the oversight of pupil vulnerability.



HEAD OF SAFEGUARDING & WELFARE

This role is suitable for support or teaching staff

Salary: £64,873
Pension: LGPS or Teachers' Pension Scheme
Contract: Full-time, Permanent
Start date: Sept 2026 or earlier possible
Responsible to: Deputy CEO and CEO

This is a key opportunity for an experienced safeguarding professional with the insight, resilience and expertise to make a significant and lasting impact.

By shaping policy, overseeing risk management and supporting continuous improvement, the postholder will play a vital role in securing strong, consistent safeguarding practice and promoting the welfare of children across our Trust.

This is your opportunity to make a real difference.

For an informal discussion regarding the post, please contact Paul Plumridge, Deputy CEO Humber Education Trust, on 01482 755674 or via recruitment@het.academy

Visits to the Trust are welcomed and can be arranged via Jo Lancaster, Recruitment & Marketing Manager, Tel: 01482 755674 option 2. Further information about the Trust can be found on our website www.humbereducationtrust.co.uk

HOW TO APPLY:

Please visit our [Eteach careers page](#) to apply for this vacancy. All candidates are advised to refer to the job description and person specification before making an application.

Early application is encouraged. We will review applications throughout the advertising period and therefore reserve the right to close the advert early should sufficient applications be received.

Closing date for completed applications:
8am, Monday 13 April 2026

Interview date: w/c 20 April 2026

Any offer of employment to this role will be subject to receipt of a satisfactory enhanced disclosure from the Disclosure Barring Service, Children's Barred List Check, Section 128 check where applicable, identity checks, medical clearance, proof of relevant qualifications, satisfactory references and eligibility to work in the UK checks.

As part of Humber Education Trust's recruitment processes, in accordance with statutory guidance Keeping Children Safe in Education, an online search will be carried out on all shortlisted candidates. Those shortlisted for interview will also be required to complete a self-declaration of their criminal record or information that would make them unsuitable to work with children.

All members of staff are expected to promote and safeguard the welfare of students in accordance with KCSiE, including maintaining clear professional boundaries in all relationships.

Professional standards detail responsibilities and expectations of our job roles. The enclosed generic role specification is offered in good faith as a guide to professional practice.

We strive for excellence and encourage our staff to aim high, making a positive impact through their clear focus and professionalism. All role specifications are subject to change to adapt with circumstances. Additional duties may be asked of our staff if necessary.

If you believe you are the right person for our role then we would love to hear from you.



Rachel Wilkes OBE
Chief Executive Officer



SCHOOL: Humber Education Trust

SALARY: £64,873

JOB TITLE: Head of Safeguarding & Welfare

DATE PREPARED: January 2026

EVALUATION DATE: 10 February 2026

HET101

DIGNITY AT WORK: To show, at all times, a personal commitment to treating all pupils, customers and colleagues in a fair and respectful way, which gives positive regard to people's differences and individuality (for example, gender, gender identity, nationality or ethnic origin, disability, religion or belief, sexual orientation, age). Assists in ensuring equal access to services and employment opportunities for everyone and promotes the Equal Opportunities in Employment Policy adopted by HET.

PURPOSE:

To play a key role in supporting the Chief Executive Officer to ensure the Trust delivers operational and strategic excellence in all matters relating to the management of safeguarding and related aspects within its schools and is compliant with all current legal and regulatory requirements.

PRINCIPAL ACCOUNTABILITIES:

1	Strategically lead on all aspects of safeguarding across the organisation, keeping fully informed of all current risks ensuring the Headteachers, Executive Team and Trustees are able to identify and respond as necessary.
2	Ensure all regulatory standards in aspects relating to safeguarding are maintained, providing the Headteachers, Executive Team and Trustees updates on any changes or deviation to practice including the detail behind this change in safeguarding compliance.
3	Develop, oversee and monitor a strategy for compliance, culture and quality assurance of aspects which impact on safeguarding across the organisation e.g. attendance, behaviour, exclusions, child protection and SEND.
4	Provide support and oversight of staff, volunteers and stakeholders with safeguarding related responsibilities to enable quality improvement in schools and across the Trust.

Safeguarding & Pupil Welfare

5	Ensure HET schools and the wider Trust have the appropriate capacity, skills and expertise to meet statutory requirements in regard to safeguarding and other related aspects.
6	Provide advice and guidance to HET schools on complex safeguarding and child protection issues needing escalation and/or multi-agency working, and to support and advise schools with other key safeguarding agencies to improve joint working.

7	Maintain oversight of cases involving the Local Authority Designated Officer (LADO) in the management of allegations which meet the LADO threshold in order to provide clear advice, guidance, and support to Headteachers, Chairs of Governors, Trustees and the Executive Team. This may include contributing directly to strategy meetings, advising on disciplinary action, liaising with the police and other key agencies and assisting with any media and communication strategies, in order to safeguard children and reassure the school and wider local community.
8	Ensure HET schools fulfil their statutory responsibility in meeting the needs of vulnerable pupils, maintaining an oversight of the risks involved.
9	Monitor all aspects of pupil behaviour and conduct data within HET schools, including physical restraints and exclusions.
10	Identify any safeguarding risks, rating these in terms of severity and likelihood and ensure necessary action is taken by schools, providing regular reports to the Executive Team.
11	Obtain the necessary safeguarding data and information across the trust to prepare a report for Trustees, as well as any themes and trends that are emerging as part of safeguarding incident management.
12	Manage the reporting of information from schools to the Trust relating to part-time timetables, suspensions, off-site direction/use of alternative provision and any other key indicators of potential pupil vulnerability.
13	Maintain a comprehensive and up-to-date Trust Risk Register for agreed indicators of pupil vulnerability, ensuring all identified cases are accurately recorded and regularly reviewed.
14	Lead quality-assurance visits across all schools, identifying strengths and areas for development, and providing high-quality verbal and written feedback to leaders to support continuous improvement.
15	Support school leaders to address priority areas identified through quality-assurance and other improvement activities, ensuring timely and effective follow-up that leads to sustained improvement across all schools.
16	Provide support to DSLs and other staff through training, school visits, peer support and mentoring to share best practice and respond to new statutory requirements in order to secure an exemplary safeguarding culture across the Trust.
17	Keep abreast of regulatory compliance and national standards in the development of safeguarding and other related aspects.

Support to Headteachers, Executive Team & Board of Trustees

18	Provide clear reports and updates to Executive Leaders in all matters relating to the Pupil Risk Register, and take prompt, effective follow-up action where risks require further mitigation or escalation.
19	Collate and produce reports using safeguarding audits and school data for Executive Team and Trustees to inform decision making and future planning and practice and enable them to meet their responsibilities with regard to safeguarding.

20	Contribute, as required, to the formulation, implementation and review of the Trust's annual Improvement Plan.
21	Support the organisation in relation to identifying what training is required for the Trustees, Executive Team and the wider workforce to undertake in order to fulfil its responsibilities in terms of safeguarding knowledge and compliance.
22	Undertake investigations on behalf of the Trust in response to complex safeguarding related incidents or complaints.
23	Communicate with Headteachers to support the investigation of complex safeguarding incidents, identifying and ensuring the implementation of any necessary changes.
24	Communicate with Headteachers to support any investigation into any significant breach in compliance and safeguarding and report to the relevant statutory agency, ensuring that any necessary changes are made to school or Trust policy and procedure.
25	Work with individual Headteachers and the Executive Team on assessing complaints of a safeguarding nature which have been forwarded to the local authority by Ofsted or received by the Trust from other agencies and provide a response when required.
Other	
26	Make recommendations for action in order to ensure compliance with regulatory requirements. Check that recommendations are undertaken, sustained and effective with agreed timescales.
27	Undertake site visits across the trust and attend any necessary stakeholder meetings.
28	Liaise with external statutory partners and attend meetings as required providing expertise and support.
29	Disseminate key updates to safeguarding/welfare related policies (e.g. Behaviour, Child Protection, Safeguarding Concerns and Allegations Against Staff/Supply Staff/Contractors/Volunteers, Safer Recruitment, Code of Conduct, etc.) swiftly, including providing necessary training.
30	Ensure that the Trust is compliant with policies, procedures, regulations and standards and monitor the compliance against these.
31	Undertake any other duties appropriate to the grade of the post. In addition, the post-holder must be committed to safeguarding and promoting the welfare of children and young people.
32	The Health and Safety at Work etc. Act 1974 and associated legislation places responsibilities for health and safety on the school, as your employer and you as an employee. In addition to the employer's overall duties, the post holder has personal responsibility for their own health and safety and that of other employees; additional and more specific responsibilities are identified in the Health and Safety Policy adopted by the school/HET.
<p>GENERAL:</p> <p>The above principal accountabilities are not exhaustive and may vary without changing the character of the job or level of responsibility. The post-holder must be flexible to ensure the operational needs of the Trust are met. This includes the undertaking of duties of a similar nature and responsibility as and when required, throughout the various workplaces across the Trust.</p>	

PROFESSIONAL ACCOUNTABILITIES

The post holder is required to be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person. In addition, they are to contribute to the achievement of the Trust's objectives through:

Safeguarding - Promote and safeguard the welfare of children and young persons you are responsible for or come into contact with.

Equalities - Ensure that all work is completed with a commitment to equality and anti-discriminatory practice, as a minimum to standards required by legislation.

Health and Safety - Ensure a work environment that protects people's health and safety, protects external and internal environments and that promotes welfare in accordance with the HET Health and Safety policy.

DIMENSIONS

1. Responsibility for Staff:

- The post holder will have oversight for safeguarding & pupil welfare and provide support for Headteachers and DSLs.

2. Responsibility for Budgets:

- None.

3. Responsibility for Physical Resources:

- The post holder is responsible for the security of the trust data including sensitive records, overseeing policies, procedures and information and ensuring that they meet statutory requirements

WORKING RELATIONSHIPS

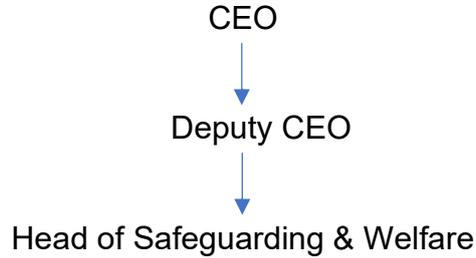
With Any Other Trust Areas (where applicable)

- The Executive Team
- Headteachers
- Designated Safeguarding Leads and School Business Managers
- Other Central Team officers

With External Bodies to the School/Trust

- DFE
- External agencies working in partnership with Humber Education Trust.
- Local authorities
- Other relevant stakeholders incl. Ofsted, DfE and ESFA

ORGANISATION CHART



	Not applicable	Low	Moderate	High	Very High	Intense
PHYSICAL DEMANDS: Physical Effort and/or Strain: Tiredness, aches and pains over and above that normally incurred in a day to day office environment		✓				
WORKING CONDITIONS: Exposure to objectionable, uncomfortable or noxious conditions over and above that normally incurred in a day to day office environment	✓					
EMOTIONAL DEMANDS: Exposure to objectionable situations over and above that normally incurred in a day to day office environment			✓			



KEY						
AF	Application	I	Interview and assessment			
R	Reference					
<p>The information listed as essential is used as part of the job evaluation process. The requirements identified as desirable are used for recruitment purposes only.</p> <p><i>Only criteria assessed from the application form for shortlisting needs to be identified.</i></p>			<table border="1"> <thead> <tr> <th>Essential</th> <th>Desirable</th> <th>How identified</th> </tr> </thead> </table>	Essential	Desirable	How identified
Essential	Desirable	How identified				
QUALIFICATIONS						
Postgraduate / professional qualification		✓	AF			
Degree or equivalent professional qualification in relevant discipline	✓		AF			
GCSE English and Maths grade C/4 or equivalent	✓		AF			
RELEVANT EXPERIENCE						
Extensive experience of working in a safeguarding role	✓		AF			
Evidence of proven impact when undertaking an improvement programme	✓		AF			
Extensive experience working in and with schools	✓		AF			
Experience of working with vulnerable pupils incl. but not limited to, SEND, disadvantaged, those on CP plans, LAC, pupils with medical needs, persistent absentees	✓		AF			
Extensive experience of working strategically across a complex multi-site organisation e.g. MAT or LA		✓	AF			
Extensive experience of working with other partner agencies e.g. LA	✓		AF			
Extensive experience of collating information to inform reporting and evaluating	✓		AF			
Experience of leading complex investigations relating to safeguarding and reporting to external agencies including liaison with the LADO	✓		AF			
Excellent knowledge of the range of factors which could make pupils vulnerable	✓		AF			
Experience in working in the health and social care field		✓	AF			
SKILLS (INCLUDING THINKING CHALLENGE/MENTAL DEMANDS)						
Motivation to work with children and young people	✓		AF, I, R			
Ability to form and maintain appropriate relationships and personal boundaries with children and young people, staff, parents/carers and outside agencies	✓		AF, I, R			
Excellent numeracy/literacy skills	✓		AF			
Excellent ICT skills	✓		AF			
The ability to adapt to both varying tasks and those of a routine nature.	✓		I, R			
The ability to absorb information readily and speedily and work under pressure.	✓		AF, I, R			
Effective time management and organisation	✓		I, R			

<p>The information listed as essential is used as part of the job evaluation process. The requirements identified as desirable are used for recruitment purposes only.</p> <p><i>Only criteria assessed from the application form for shortlisting needs to be identified.</i></p>	Essential	Desirable	How identified
The ability to work under pressure and to meet deadlines	✓		I, R
A good understanding of the need for confidentiality and secure financial systems.	✓		AF, I, R
Excellent organisational planning and analytical skills	✓		AF, I, R
The ability to influence and motivate, particularly those that you do not directly line manage.	✓		I, R
The ability to communicate complex concepts and data to a range of audiences.	✓		I, R
Excellent analytic skills that lead to insight and effective action	✓		AF, I, R
The ability to develop and implement strategic plans	✓		I, R
The ability to check, test and challenge the implementation of strategic plans.	✓		I, R
RELEVANT KNOWLEDGE			
A knowledge and commitment to safeguarding and promoting the welfare of children and young people	✓		AF, I, R
Full working knowledge of relevant policies/codes of practice/legislation for children and young adults	✓		AF, I, R
The ability to undertake a wide range of financial and administrative tasks.	✓		AF, I, R
Evidence of Continuing Professional Development	✓		AF, I, R
Excellent understanding of safeguarding practice in a range of environments.	✓		AF, I, R
In depth understanding of the statutory and regulatory frameworks for children's services (education and social care).	✓		I, R
Understanding of quality improvement methods.	✓		AF, I, R
Up to date knowledge of mental health and wellbeing initiatives		✓	AF, I
INTERPERSONAL / COMMUNICATION SKILLS			
Verbal Skills			
Ability to establish professional, effective working relationships with a range of partners/colleagues and children and young people	✓		AF, I, R
The ability to respond effectively to staff, outside agencies, suppliers and the general public at all levels, both in person and over the telephone.	✓		AF, I, R
Outstanding communication skills; ability to communicate effectively at CEO, Headteacher, senior staff and trustee level and to liaise effectively with internal and external stakeholders, as well as Government agencies	✓		AF, I, R
The ability to communicate complex concepts and data to a range of audiences.	✓		I, R

<p>The information listed as essential is used as part of the job evaluation process. The requirements identified as desirable are used for recruitment purposes only.</p> <p><i>Only criteria assessed from the application form for shortlisting needs to be identified.</i></p>	Essential	Desirable	How identified
Willingness to constructively analyse the work of self and others in order to refine and improve systems and procedures	✓		AF, I, R
Written Skills			
The ability to produce succinct written reports	✓		AF, I, R
Use of e-mails and other electronic communications systems.	✓		I, R
OTHER			
To work with honesty and integrity	✓		AF, I, R
A desire to make a difference to the lives of our pupils	✓		AF, I, R
A commitment to achieving the best possible opportunities for children and young people	✓		AF, I, R
Responding to pupils in line with the Trust's Ethos and Values	✓		AF, I, R
Resilience and determination to lead and support others in challenging and stressful situations / times	✓		AF, I, R
Commitment to a culture of accountability, persistence and rigour in pursuing child safety concerns	✓		AF, I, R
Displays an absolute commitment to the protection and all aspects of safeguarding children and young people	✓		AF, I, R
An absolute commitment to promoting Equality, Diversity and Inclusion	✓		AF, I, R
<p>The requirements listed below are not considered during the job evaluation process, but are essential requirements for the role that will be assessed during the recruitment process.</p>			
DISCLOSURE OF CRIMINAL RECORD			
The successful candidate's appointment will be subject to the school/HET obtaining a satisfactory Enhanced and Barring List Disclosure from the Disclosure and Barring Service.	✓		DBS Disclosure

Notes

This job description may be amended at any time in consultation with the post holder.

I have read and accept the role of Head of Safeguarding & Welfare.

Name:

Signed:

Date:

We value our employees.



The following **benefits** are available to employees within our academies:

Financial

- Competitive Salary
- Teacher's Pension & Local Government Pension Scheme
- Occupational Sick Pay
- Generous Leave of Absence Policy

Family Friendly

- Maternity, paternity and adoption leave
- Parental and dependent care leave
- Flexible working

Employee Benefits - Permanent Contracted Employees & Fixed Term

- Staff Wellbeing EAP - 24/7 support
- Confidential GP, nurse and counselling service
- Physiotherapy
- SAS Gym and 12 week weight management programme
- Preparing parents programme
- Financial wellbeing support
- Discounts on high street brands and stores via online discount platforms
- Discounted Gym Membership
- Discounted hotels via Hilton, Hampton by Hilton and Marriott Hotels



Professional Development

- Continuous Professional Development for all staff including mentoring and professional coaching
- Access to further qualifications, leadership courses, apprenticeships
- Supportive, diverse staff team, committed to collaboration and improvement, who will work with you to achieve your goals and make a difference to children and young people

The opportunity to make a real difference to the lives of our students