

APPOINTMENT OF DESIGNATED SAFEGUARDING LEAD (DSL) & MENTAL HEALTH LEAD

CONTEXTUAL INFORMATION

Thank you for your interest in our Designated Safeguarding Lead (DSL) & Mental Health Lead role.

This is a new role in school. The primary focus will be to lead and manage safeguarding, child protection, and mental health provision across the school. Previously, it had been part of the Deputy Headteacher's role. However, we acknowledge the increasing safeguarding, child protection and mental health demands being presented and need to add capacity to our pastoral team. This appointment will boost our capacity and ensure we have full-time support available for our Deputy Designated Safeguarding Leads and other staff supporting this area. As such, we wish to recruit a non-teaching colleague as a DSL to help ensure we meet the needs of our students, are able to function effectively as a school and work closely with other agencies supporting our local community.

We currently have 15 experienced staff who have undertaken DSL training. These include some of our Senior Leadership Team, Inclusion staff, College Leaders and Pastoral Support Manager.

Our pastoral system has evolved around our students to ensure that each individual feels a valued and valuable part of the school community and that their wellbeing and aspirations are genuinely cared about and cultivated. We have three Colleges: Swan, Rose and Fortune; currently subdivided into Lower School (years 7-9) and Upper School tutor groups, (years 10-11 & years 12-13). We have a team of 7 College Leaders; one Upper and Lower for each College and an additional one focused exclusively on Year 7. The team are supported by a Pastoral Support Manager and Student Welfare Coordinator. We also have Student Mentor whilst other agencies occasionally provide bespoke support for students. We are in the process of recruiting a Second Attendance Officer as that is another related area of increasing demand.

We also have a large Inclusion Team, particularly focused on the needs of students on our special needs register and catering for those students in receipt of internal Alternative Provision (we have an internal unit called Bridge for KS3 and LEAP for KS4, catering for a combined 12 students) and a Student Welfare Coordinator who looks after CiC/LAC.

The academic needs of students are overseen by horizontal Progress Leaders, teachers with responsibility for the progress made across a year group, supported by an Assistant Progress Leader.

We will provide external supervision to support this role.

Can you help us on our journey? If so, this is an exciting place to spend the next stage of your career as we strive to improve further.

Working Hours and Holiday Arrangements

The post is advertised as a full-time full year position.

There will be out of hours work from time to time, and this should be considered part of the professional role and will not attract additional payment.

Overtime pay is not available to senior staff on the higher grades, but we acknowledge that the pressures of deadlines may occasionally mean working over 37 hours during term. There is opportunity to take back some of this time, by adjusting working times a little during the school holidays.

Grading of the Post

The pay system in operation uses a banding system, within which this post has been job evaluated, and aligned to a band, representing the job weight and the seniority of the post.

Payment is made monthly at the end of the calendar month direct into a nominated bank or building society account. Cost of living rises are awarded for all staff on or around 1st April each year, except during national wage freezes.

Increments within the defined scale for the post are automatic each April, as long as a minimum of six months has been completed by the time of the first increment. For example, if starting in September, the increment would be paid the following April, but if starting on 1st December, the first increment would not be paid until six months had elapsed, that is on 1st June.

Finally, a note about our job descriptions: you will see that the DSL job description appears to be very comprehensive! We adopt this approach in order that roles may be accurately evaluated and graded, but it is nevertheless impossible to include everything that may fall under the remit. Details change over time, and whilst the enclosed job description will give a strong flavour of the role and should certainly give a good guide to the general level of job weight and broad areas of responsibility, please be aware that some of the content may change over time, and there will be some details that are not captured.

Induction and Professional Development

An induction programme will be developed for the successful applicant and a programme of support and training will be given. Following the induction period, a planned professional development programme will be established, linked to the in-house performance review system.

The Organisation of Staff at Stratford upon Avon School.

There are just over 240 staff employed at the school, with slightly over half being support staff. We aim to be a cohesive, inclusive workforce, and we operate in a professional environment of respect, with the overriding purpose for every post in the school being to support the learning of our students.

We take seriously the wellbeing of our staff and believe that everyone has a vital contribution to make to the life and vibrancy of the school. We operate a wellbeing programme; all staff have the opportunity to be involved in school improvement activities, and to contribute to student development if they wish in ways appropriate to their role and expertise. Other optional opportunities involve running extra-curricular clubs, accompanying school trips, leading an assembly, getting involved in sport (e.g., a staff half-marathon team or staff cycling), and participating in staff social events.

Start Date

We would like someone to join us in September 2026 to start the new academic year, however, our policy is always to appoint the individual whom we believe to be the best person for the job, and if there is a delay whilst extended notice is worked, then we are fully accepting of that.

Interviews

Interviews will take place within 2 weeks of the closing date.

Stratford upon Avon School is a friendly school, with high expectations for the achievement and behaviour of our students, and with a supportive ethos for all staff.

We hope you find this opportunity of interest and look forward to receiving your completed application form. Meanwhile if you have any questions or queries about the post, please initially contact the HR department, on recruitment@stratfordschool.co.uk.

Neil Wallace
Headteacher
August 2026