



**Job Pack**

**Designated Safeguarding**

**Lead**

## Who are BFCCT?

**Blackpool FC Community Trust (BFCCT) is the official charity of Blackpool FC, based at Bloomfield Road Stadium. Working with residents as young as two years old up to adults in the later stages of life, Blackpool FC Community Trust provide a diverse range of programmes to increase social inclusion opportunities; improve physical fitness, health, and education; and lessen involvement in anti-social behaviour.**

Many of the initiatives we deliver are directly funded through partner organisations and grant-awarding bodies. Some of these include The Premier League; the EFL Trust; The PFA; Sport England; Big Lottery; The Football Foundation; NHS Blackpool CCG and Blackpool Council to name a few. BFCCT constantly evolves to support local need and by linking with local partners we can increase our impact on the town.

Working with so many organisations has allowed us to become a vital strategic partner in activity provision across Blackpool and the Fylde Coast. In addition to the wealth of programmes out in the community and local schools, BFCCT provide several education opportunities on site. These include an alternative to main-stream schooling for Year 10 and 11 students; Traineeships for those not currently in work or education; as well as full-time education offers as part of Blackpool FC Sports College. Studying at Blackpool FC Sports College gives students the unique opportunity to learn within the largest sports organisation in Blackpool. This means students can speak to, and gain experience from, professionals currently working in the sport, fitness, and leisure sector.

In recent years, the Community Trust has grown into a well-established organisation, providing something for everybody, that every Blackpool FC fan and resident should be involved with and very proud of. Last season we were awarded with Community Club of the Season at the Northwest Football Awards as well being crowned Regional Community Club of the Season at the EFL Awards.



## Our Mission

our core purpose...

To develop and deliver diverse community programmes and build partnerships to provide the people of Blackpool with the best opportunities.

We will do this by;

- Increasing social inclusion
- Improving physical fitness, overall health
- Reducing involvement in anti-social-behaviour
- Raising aspirations and expanding local education offers

## Our Values

How we go about our work...

In all of our work we will be;

**B**old &  
**I**nnovative

We will encourage staff to innovate to provide the best possible opportunities for residents and be bold in the development of ideas and future plans.

**F**ocused on our  
**C**ommunity

At all times, in everything we develop and deliver, we will have the people we are hoping to engage at the heart of our intentions.

**C**reative &  
**F**orward Thinking

We will find creative ways around barriers to engagement and develop programmes that are successful, accessible and enjoyable whilst anticipating future issues and trends.

## Our Vision

Where we want to go in the future...

To continue to change the lives of local residents and build a more healthy, active and work ready community.

<b>Job Title: Designated Safeguarding Lead</b>	<b>Salary: £34,705 - £38,262</b> (Subject to experience)
<b>Hours: Full Time 37 Hours per week</b> (starting from 1st September 2024)	<b>Location: Blackpool FC Stadium</b>
<b>Responsible To: Head of Education and Employability</b>	<b>Closing Date: Monday 1st July 2024</b>

## Job Purpose

**Blackpool FC Community Trust is the official charity of Blackpool FC, based at Bloomfield Road Stadium. Working with residents as young as 2 years old up to adults in the later stages of life, BFCCT provide a diverse range of programmes to increase social inclusion opportunities; improve physical fitness, health, and education; and lessen involvement in anti-social behaviour.**

In recent years, the Trust has grown significantly and has become an established organisation, providing something for everybody, that every Blackpool FC fan and resident should be involved in and very proud of.

Blackpool FC Community Trust (BFCCT) take pride in ensuring that we provide a welcoming and inclusive environment where our participants feel safe, valued, and respected. BFCCT work in partnership with Blackpool Football Club, Premier League Charitable Foundation, the EFL Trust, statutory organisations and other partners to promote and protect the safety and welfare of vulnerable groups, ensuring thorough safeguarding arrangements across all our work.

Delivering a wide range of programmes across Blackpool and the Fylde Coast, we support some of the most vulnerable communities in the country. Working with individuals of all ages, across 45 programmes, the ideal candidate will have experience and knowledge in both children and adult safeguarding.

The role of Designated Safeguarding lead (DSL) is key to maintaining and developing an effective safeguarding culture across Blackpool FC Community Trust, taking the lead responsibility for safeguarding matters arising at the Trust and supporting staff in dealing with any safeguarding concerns that arise.

As DSL you will be the first point of contact for intervention for all safeguarding issues and will provide direction on all matters of safeguarding. Working strategically and attending multi-agency meeting, the DSL is a vital role in ensuring that Blackpool FC Community Trust complies with all relevant legislation and safeguarding obligations.

Liaising with the Senior Leadership Team and Managers, this role will ensure that safeguarding is central to all programme development and delivery, updating policies and procedures where necessary, alongside identifying relevant training for staff.

Operating across our three core areas of delivery, Education and Employability, Early Years and Primary and Community Programmes seeking to improve the health, wellbeing, and aspirations of the residents of Blackpool, this role includes education and community-based safeguarding.

## Main Roles and Responsibilities

- Encourage and promote a safeguarding culture across the Trust ensuring participant voice and needs, implementing measures needed to protect and support them.
- Ensure staff fulfil their safeguarding duties with delivery of programmes.
- Attend inter-agency meetings to contribute to assessing the needs of participants.
- Make referrals to the Disclosure and Barring Service regarding staff and volunteers who have caused harm or risk to a child or adult at risk.
- Referring all cases of suspected abuse of any participants at the Trust to the relevant Local Authority Social Care, ensuring this is recorded.
- Make referrals to the Police where a crime may have been committed which involves a child or adult at risk.
- Support schools and other agencies in undertaking early help assessments for children and their families, and where necessary act as the lead professional.
- Maintain accurate records of all safeguarding concerns across Blackpool Fc Community Trust provision.
- Act as a source of support, advice, and expertise to staff on safeguarding and safety.
- Work closely with the Senior Leadership and Management teams to ensure thorough safeguarding procedures are in place for programmes of delivery.
- Support BFC School and BFC Sports College in ensuring that education delivery is in line with current legislation.
- Support the Senior Leadership Team in ensuring that safeguarding policies and other statutory documents are up to date with current processes and legislation, are publicly available and read and understood by all staff.
- Support the Senior Leadership Team in completing Capability Code of Practice submissions (quality assurance).
- Support the implementation of safer recruitment processes, ensuring best practice and thorough vetting procedures.
- Undertake safeguarding inductions with new staff and volunteers.
- Maintain links with the local safeguarding partnerships to ensure staff are aware of training opportunities and local policies.
- Act as a point of contact in relation to the Prevent, including making referrals to Channel.
- Maintain an ongoing training programme in relation to safeguarding, Prevent and Safer Recruitment, ensuring all staff access to online training portals.
- Undertake DSL training every two years and attend any relevant training in line with key trends in Blackpool and maintain the knowledge and skills required to undertake the role.
- Work with the English Football League Trust and Premier League Charitable Fund Designated Safeguarding leads, meeting quality assurance standards and attending safeguarding working groups.
- Ensure the relevant data protection legislation and regulations in line with safeguarding are met
- Produce quarterly safeguarding reports to be presented to the Head of Education, Chief Executive Officer, and the board of Trustees.
- Work with the Head of Education and Employability, attending safeguarding supervisions.
- Remain up to date with safeguarding legislation changes e.g. Keeping Children Safe in Education updates.

## Person Specification

Qualifications	Essential	Desirable
Currently qualified as a Designated Safeguarding Lead or held a previously accredited safeguarding qualification	✓	
Trained in multiple areas of safeguarding e.g. Prevent	✓	
Additional qualifications as evidence of supporting children, families, and adults at risk		✓
Social work qualification		✓
GCSE or Functional Skills Level 2 in Maths and English	✓	

Knowledge	Essential	Desirable
Knowledge of key safeguarding legislation and regulations (including education)	✓	
Knowledge of safer recruitment principles and practices	✓	
Knowledge of issues and barriers faced by people living on the Fylde coast		✓
Knowledge of good safeguarding practice	✓	
Knowledge of Special Educational Needs and Education Healthcare Plans		✓
Knowledge of available support services (locally and nationally)	✓	
An understanding of how to support children and adults experiencing mental health conditions or problems	✓	

Skills & Experience	Essential	Desirable
Evidence of working with children, families, and adults at risk in difficulty and crisis	✓	
Experience of multi-agency working	✓	
Experience of implementing safeguarding policies and procedures	✓	
Experience or working as a DSL within an organisation working with a broad range of people	✓	
Experience of handling sensitive data and upholding confidentiality	✓	
Experience of using MyConcern or similar reporting platform		✓
Experience of creating and delivering safeguarding workshops/training		✓

Experience of writing concise reports regarding safeguarding	✓	
Excellent interpersonal and communication skills	✓	
Experience of safeguarding in education		✓
Previous experience of working within the charity sector or Football Club Community Trust		✓
Experience of implementing and communicating safeguarding practice throughout a large staff team	✓	
Excellent IT skills	✓	

<b>Behaviour</b>	<b>Essential</b>	<b>Desirable</b>
The ability to maintain positive relationships with staff and participants	✓	
The ability to work closely as part of a team	✓	
High levels of personal integrity and the ability to instill and maintain trust	✓	
Willingness to contribute to all areas of Blackpool FC Community Trust	✓	
Resilient, with the ability to handle challenging and adverse situations	✓	
Always maintain confidentiality.	✓	
A commitment to Equality Diversity and Inclusion	✓	

## Employee Benefits

- Free on-site parking
- Community Trust staff kit
- Use of a work laptop
- Allowance for work-related expenses
- Opt-in membership to the Perkbox discount platform
- Support with work-related CPD opportunities
- Club shop employee discount (20%)
- Corner Flag Restaurant employee discount (40%)
- Increased annual leave after 5 and 10 years of service
- Our Employee Assistance Programme

## Important Information

Blackpool FC Community Trust is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. This role involves the supervision of and work with children and young people or vulnerable adults and therefore you will require an Enhanced Criminal Records Check (CRC) through the Disclosure and Barring Service (DBS) and clearance for work in football by the FA. As such, this post is exempt for the rehabilitation of Offenders Act (1974) and the applicant must disclose all previous convictions including spent convictions.

Blackpool Football Club Community Trust is a Forces' Friendly Employer and encourages applications from members of the Defence community.

As Blackpool FC Community Trust is a diverse organisation that respects differences in race, disability, gender, gender identity, sexual orientation, faith, background, or personal circumstance we welcome all applications. We want everyone to feel valued and included within the organisation to achieve their full potential. Blackpool FC Community Trust is opposed to any form of discrimination and commits itself to the redress of any inequalities by taking positive action where appropriate.

You provide several pieces of data to us directly during the recruitment exercise. In some cases, we will collect data about you from third parties, such as employment agencies, former employers when gathering references. Should you be successful in your job application, we will gather further information from you. If you would like to know more about the data, we collect and how we use the data please email [selina.hayes@bfcct.co.uk](mailto:selina.hayes@bfcct.co.uk).



[www.bfcct.co.uk](http://www.bfcct.co.uk)