

SHEFFIELD CHILDREN'S NHS FOUNDATION TRUST

JOB DESCRIPTION

1. JOB IDENTIFICATION

Job Title: Safeguarding Nurse Specialist (Community Services)

Department: Community Wellbeing & Mental Health Care Group

Responsible to: Named Nurse, Community Services

Accountable to: Associate Director, Community Wellbeing & Mental Health Care Group

Pay Band: 7

2. JOB PURPOSE

The post holder will provide restorative safeguarding supervision to senior and safeguarding practitioners/Champions within Community Services as agreed by the Named Nurse.

The Safeguarding Nurse Specialist will support staff to identify the most vulnerable children, young people and adults, supporting the provision of early help; interventions and care packages based on identified needs. The post holder will have an overview of safeguarding supervision and safeguarding practice within a particular area, providing support, direction, scrutiny, and challenge on complex cases, including escalation where concerns remain.

The Safeguarding Nurse Specialists form part of local management and leadership teams consisting of: Team Leaders; Safeguarding Practitioners/Champions; Community Practice Educators and other Specialist Practitioners. The post holder will promote and facilitate learning from single and multi-agency audits and reviews, moving safeguarding practice forward through delivery of safeguarding advice; restorative safeguarding supervision; single and multi-agency safeguarding training.

An important part of the role is to provide regular health input in the Sheffield Safeguarding Hub, consisting of Children's Social Care; South Yorkshire Police and other partners to share relevant health information and screen high risk child protection/safeguarding concerns. The Safeguarding Nurse Specialist will support the Safeguarding Nurse Practitioner and act as a key decision maker for Health in the Safeguarding Hub. This includes contribution for strategy meetings; domestic abuse meetings held in the Hub and provision of timely verbal and written health reports in line with the Safeguarding Hub Operational Guidance.

Safeguarding Nurse Specialists contribute to Multi Agency Risk Assessment Conferences (MARAC) on behalf of the Trust. This involves appropriate sharing of health information; risk analysis and planning; feeding back specific health actions to practitioners promptly. Safeguarding Nurse Specialists support submission of good quality Legal Statements for Care Proceedings to Sheffield City Council Legal & Governance.

3. MAIN DUTIES/RESPONSIBILITIES

The Safeguarding Nurse Specialist is required to:

- Work in partnership with Team Leaders; Safeguarding Practitioners/Champions, Trust Named Nurses and safeguarding teams; Multi Agency Support Teams (MAST); Children's Social Care Area teams; Sheffield Safeguarding Hub and other partners, to support service delivery and developments in line with the local and national policy directives.
- Work in line with Sheffield Children Safeguarding Partnership (SCSP) Procedures; Sheffield Thresholds of Need Guidance; Trust Safeguarding Policies and Guidelines, all of which are consistent with statutory guidance and legislation: Working Together to Safeguard Children (2018); Children Act (1989); Children Act (2004); Care Act (2014) and other legislation relating to safeguarding.
- Support Safeguarding Practitioners with the management of restorative safeguarding supervision in respect of the most vulnerable children/ young people and adults to ensure their safety.
- Provide regular restorative safeguarding supervision and support to senior staff; safeguarding practitioners/Champions.
- Have key responsibilities which will require them to work closely with the Trust Named Professionals and safeguarding teams.
- Contribute to Peer Reviews representing community in the Emergency Department at SCH.
- Support staff to intervene early and engage the most vulnerable and at risk families; ensuring they receive an appropriate level of support at the right time, according to identified need and the Sheffield Thresholds of Need Guidance.
- Ensure robust risk assessments are undertaken and clinical decision making is based on best safeguarding practice and local and national procedures.
- Promote delivery of high quality safeguarding services to improve outcomes for children; young people and adults.
- Share health information appropriately within the legal framework about the most vulnerable children and young people, when working with Children's Social Care; within the Safeguarding Hub and MARAC, providing a key link to community services.
- Receive and assess incoming safeguarding work including referrals for safeguarding supervision; maintaining an overview of the assignment of cases subject to safeguarding supervision, in conjunction with Safeguarding Practitioners, Champions and Team Leaders.
- Provide a key link with the Safeguarding Practitioners to ensure that work with the most vulnerable families is safe and well-co-ordinated, providing clarity around the Lead Professional role.
- Work closely with partners and support implementation of the Family Common Assessment Framework (FCAF) to identify and meet the needs of vulnerable children; young people and their families. This will ensure a robust and coordinated service/support for those children and families identified as most vulnerable; in need of services; at risk of harm or Looked After.
- Manage records in line with Trust and NMC standards.
- In conjunction with the Named Nurse, monitor and evaluate the delivery and quality of safeguarding and supervisory practice within community services.

- Respond to requests from the Trust; SCSP and Sheffield Drug & Alcohol/Domestic Abuse Coordination Team (DACT) and provide an agency report for safeguarding audits and reviews: Child Safeguarding Practice Reviews; Domestic Homicide Reviews (DHRs); Serious Incident Reviews (SIRs); Learning Lessons Reviews (LLRs) or any other safeguarding reviews.
- Contribute to the development, delivery and evaluation of in-house and multi- agency safeguarding training.
- Support staff to write good quality Legal Statements and quality assure these for the purpose of Care Proceedings.
- Contribute to key meetings within and outside the Trust as determined by the Named Nurse.

Leadership

- Motivate, inspire and promote the organisational value, creating a consistent focus on Early Intervention; professional curiosity; analytical assessment of vulnerability/risk and best safeguarding practice, when responding to the needs of children; young people and their families.
- Support monitoring and evaluation of the performance and standard of safeguarding service delivery.
- Provide safeguarding leadership and development opportunities in conjunction with the Named Nurse for Safeguarding Practitioners/Champions.

Clinical

- Work with Safeguarding Practitioners/Champions to identify cases requiring joint working and assist in risk assessment; care planning; review and escalation in respect of 'stuck' cases.
- Maintain own and supervisees' safeguarding competence and a portfolio demonstrating evidence of continuing professional development.
- Manage time effectively, prioritise own workload and work closely with the safeguarding practitioners/Champions and the Named Nurse to ensure that available capacity is utilised efficiently.

Clinical Governance, Service and Practice Development

- Identify areas of risk, support development and monitoring of action plans to control risks.
- Support implementation of action plans from safeguarding audits; reviews and Inspections to learn lessons and embed these in practice.
- Support the Trust in the implementation of statutory guidance and legislation relating to safeguarding: Working Together to Safeguard Children 2018; Children Act 1989; Children Act 2004; the Care Act 2014 and the provision of safeguarding assurance to Sheffield CCG and SCSP consistent with section 11, Children Act 2004.
- Support the development; delivery and evaluation of in-house and multi-agency safeguarding training in line with evidence based practice, local and national guidance and legislation
- Support best practice in all aspects of Information Governance
- Report and monitor adverse incidents within the service, support with risk assessment,

development and implementation of action plans with support from the Named Nurse.

- Contribute to the development of clinical governance for the service and translate actions ensuring safe practice
- Participate in single and multi-agency safeguarding audits, screening programmes and research as necessary to support benchmarking and the team's local and national Clinical Governance agenda.

Communications

- Maintain accurate legible concise and contemporaneous records in accordance with Trust and NMC standards.
- Create, maintain and enhance effective working relationships within and across the locality and city-wide, including partner agencies.
- Communicate highly complex information to colleagues within and outside the Trust, e.g. within a multi-agency arena, where there may be differing professional opinions and priorities, to enable appropriate decision making in the best interest of the child/young person/adult.
- Provide timely verbal and written health contribution in the Safeguarding Hub and MARAC according to the Safeguarding Hub and MARAC procedures.
- Provide safeguarding advice/support in line with local/national procedures escalating to the Named Nurse as appropriate.
- Liaise and work in partnership with Acute and CAMHS services; Safeguarding Teams; Sheffield Children's Social Care; MAST; SCSP; Safeguarding Hub; other NHS Trusts; statutory and voluntary agencies; receiving, interpreting, analysing, documenting and presenting complex and sensitive information.
- Attend relevant meetings within and outside the Trust as agreed by the Named Nurse to represent the service; assist in maintaining effective communication networks both written and verbal, cascading information appropriately.

4. SCOPE AND RANGE

The post holder will with the support of the Named Nurse, provide supervisory support, in conjunction with Safeguarding Practitioners/Champions within community services: 0-19 and Paediatric Liaison Services. Looked After & Adoptive Children Health Team; Speech and Language Therapy Service and Health Inclusion Service (hosted by Sheffield Health and Social Care NHS Foundation Trust).

The post holder will support senior staff to identify the most vulnerable children and families and provide enhanced health interventions and care packages according to identified needs.

Work across professional and organisational boundaries including liaison and communication with other health services and NHS Trusts; statutory agencies; other partners and voluntary organisations; to respond appropriately to the needs of vulnerable children and their families.

Other Duties

- To have responsibility for the health, safety and welfare of self and others in the working environment, to follow safe working practices and to comply at all times with the Trust Health and Safety Policies and Procedures.

- To ensure confidentiality on all matters relating to patients and information obtained during the course of employment and not provide such information to anyone else, other than those acting in an official capacity.
- Undertake such other duties as may be reasonably required from time to time as are consistent with the responsibility and scale of the post.
- Be computer literate, able to confidently use a variety of software packages to facilitate development and delivery of training packages and for data retrieval and appraisal.
- To ensure that the team's equipment and supplies are stored, maintained and used in accordance with manufacturers' and Trusts guidelines related to medical devices.
- The post holder will be expected at all times to work within policies, procedures and guidelines, set out by the Trust; SCSP; DACT and Professional Registration Body NMC Code for Nurses and Midwives.

All employees have a duty to safeguard the welfare of children, young people and adults - anyone with whom they have contact during the course of their work. Staff must have awareness of the Trust procedures for raising concerns at work regarding the welfare of children, adults or staff. This includes the 'Prevent' duty to safeguard and protect vulnerable individuals who may be at greater risk of radicalisation.

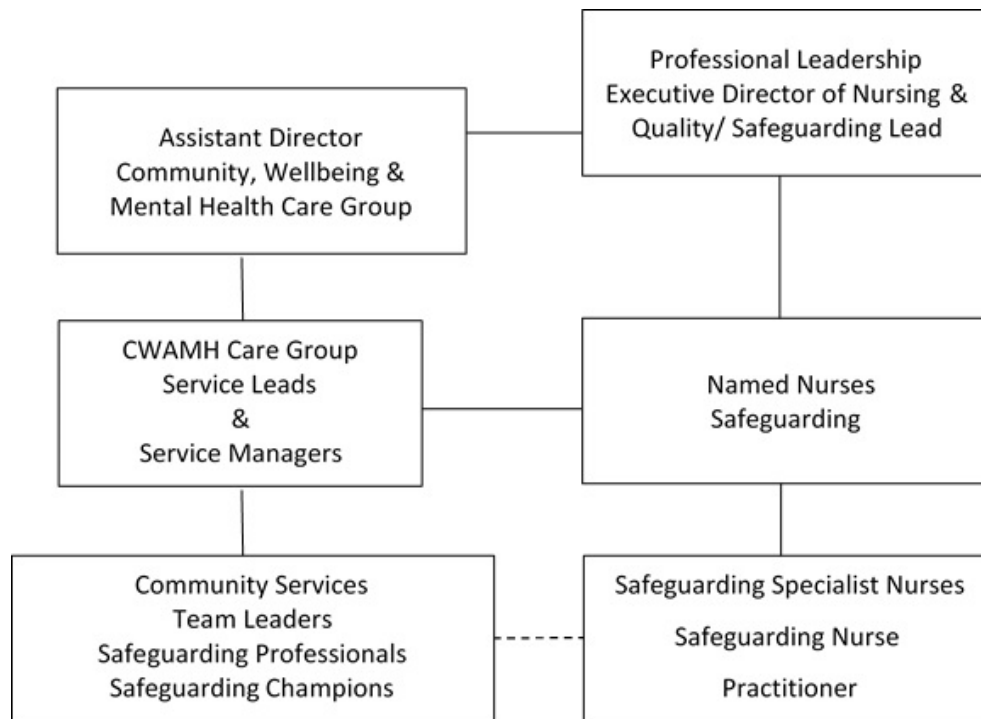
Main Internal Relationships

- Community Services outlined above
- Named Professionals for safeguarding
- Trust Safeguarding teams
- Emergency Department, SCH
- Child & Adolescent Mental Health Services
- 0-19 Admin Team
- Trust Legal and Governance Department
- Trust Learning and Organisational Development Department
- Trust Information Department

Main External Relationships

- Sheffield CCG – Designated Safeguarding Professionals
- Sheffield Safeguarding Hub
- Children's Social Care and Multi-Agency Support Teams
- South Yorkshire Police
- Multi-Agency Risk Assessment Conferences (MARAC)
- Sheffield Children Safeguarding Partnership (SCSP)
- Sheffield Adults Safeguarding Partnership (SASP)
- Sheffield Drugs & Alcohol/Domestic Abuse Co-ordination Team (DACT)
- Sheffield Teaching Hospitals NHS Foundation Trust
- Sheffield Health and Social Care Foundation Trust
- Sheffield City Council Legal & Governance

4. ORGANISATIONAL POSITION



6. JOB DESCRIPTION AGREEMENT

Job Holder's Signature:

Manager's Signature:

Date:

Date:

TRUST VALUES

Our Values express what it is like to work in our organisation and our employees should make these a part of everything we do.

Keeping children, young people and families at the heart of what we do

Compassion

- We are led by kindness for all – for our patients, their families and our colleagues
- We will show empathy and understanding, treating everyone with dignity and courtesy
- We will respect each other and those we care for

Accountability

- We always strive to do the right thing
- We own responsibility for our successes, failures and understand where we need to improve
- We will create a supportive working environment where everyone takes responsibility for their own actions

Respect

- We value differences and treat everyone fairly and consistently
- We will actively tackle inequality and will foster a culture of inclusion

Excellence

- We will seek to improve the way we work and deliver a high quality standard of care
- We will be open to new ideas, through innovation, partnership, research and education locally, nationally and internationally

Together we care