



CAST Angling Projects
Cornerstone House
Tilford Road
Newstead Village
Nottingham
NG15 0BU

CAST Angling Projects. Pastoral Manager and Designated Safeguarding Lead

Salary - £24,000.00 per annum

Hours of Work – by arrangement with the Line Manager

Contract – Full time, permanent

The CAST project has been working with significant numbers of disadvantaged and hard to reach young people since 2001. Originally a community-based fishing club for young people in Nottinghamshire CAST has developed into much more. Since 2003 we have been providing alternative provision for schools, utilising land-based studies, angling and outdoor construction as a means of engaging hard to reach young people in education. The intention is always to reintegrate our students back into formal education or support them into work, further education, or training. The project has broadened its scope in providing a range of empowering activities and opportunities to support young and increasingly other vulnerable people, to help them make informed decisions about their personal health, education, employment, and leisure time. A significant number of our staff team have at one time been beneficiaries of CAST.

In addition, CAST provides group activities with a positive focus for young people in deprived communities outside of school. The project is commissioned to carry out workshops for a selection of agencies working with young and vulnerable people. CAST has been successful in supporting large numbers of young people over long-term periods and as a measure of its impact has appeared on BBC1 Countryfile and in the Guardian Educational Supplement.

Finally, and importantly, through work with our students, CAST carries out many self-funded projects to benefit communities, wildlife, and conservation. These could be in the form of environmental improvements, conservation projects or land management but often in the form of construction projects, as diverse as establishing bird feeder stations, developing wheelchair access to fisheries, or building litter bins to deal with litter in the countryside. We also manage a 230-acre park with abundant wildlife and our own accessible fishery.

Since 2016 CAST has been an independent Community Interest Company and operates on the basis of a social enterprise, having a charitable approach whilst creating an income and delivering the projects many social aims. The project is a dynamic organisation which seeks to develop as an ethical employer providing a warm, caring, and vibrant environment for staff and students alike and makes a positive impact on the lives of our students.

Please note that the successful applicants will be required to complete a DBS disclosure form.



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Job description

CAST – Pastoral Manager and Designated Safeguarding Lead

Job Title – Pastoral and Safeguarding Manager, DSL – CAST Angling Projects

Salary - £24,000.00 per annum

Hours of Work – By arrangement with the Line Manager

Contract – Full time, permanent

Responsible to: CAST Project Manager.

Job purpose

We are looking for someone who is keen to be part of a growing, dedicated, and passionate team and has a desire to see young people reach their potential. You will be a team player with a positive outlook and strong sense of commitment, be willing to learn whilst contributing to a strongly caring and supportive team spirit. You will have excellent inter-personal, organisational, and prioritising service skills in addition to your experience working in education settings and promoting safeguarding.

The role will involve supporting our whole team in the delivery of safeguarding. You will take lead responsibility, as Designated safeguarding Lead, for all safeguarding and child protection, including online safety, across the organisation. The role will be to provide sustainable, high-quality leadership, working with the whole CAST team in order to create a strong culture of safeguarding.

You will working closely with the Senior Leadership Team to ensure that the work of CAST in safeguarding children and young people is of the highest quality, ensuring sure all policies, protocols and staff training are relevant and up-to-date. You will be responsible for developing your own CPD and training programme.

We believe the role of Designated Safeguarding Lead will take up 60% of your work and the remainder will be focused on delivering the pastoral elements of the role. This will involve you having a focus on the development and welfare of our students and providing them with the support and confidence to move forward in life. It will involve working with and improving the systems we have in place but will also allow you to develop the role for the best interests of our students.



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Responsibilities

- To carry out the role of Designated Safeguarding Lead, working with the two Deputy Safeguarding Leads, to ensure the safeguarding responsibilities of CAST are delivered and our students needs are fully met.
- To ensure appropriate safeguarding measures are in place and implemented to ensure the safety of beneficiaries and staff, both during attendance at CAST and outside of project time.
- To oversee the recording, maintenance and monitoring of the Safeguarding Children Policies and Procedures.
- To work within the guidelines of the CAST DSL Role Description. See Appendix.1.
- To ensure staff are aware of safeguarding and pastoral obligations and changes in safeguarding guidance, legislation and in policies.
- Make referrals to external agencies including Social Care, Police, Prevent and Channel when required and to escalate concerns where required.
- Support staff who make referrals to external agencies.
- To oversee multi agency meetings and contacts in relation to safeguarding. This will involve attending meetings or supporting colleagues within the team to do so.
- To support colleagues with multi agency contacts in relation to PEPs and EHCPs.
- To work with the Tutor team to complete incident and other reports as required.
- To deliver pastoral support and care to beneficiaries and staff and ensure that they have the opportunity to achieve positive personal development.
- To work with the Education Manager to carry out inductions for new students starting CAST and ensure they are comfortable and prepared for their introduction to CAST.
- To work with the Education Manager and carry out termly Tutorials with students and identify personal targets in line with their ILP/IEP's.



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- To support Year 11 students in their choice of pathway after leaving school. Provide guidance and help students make positive choices about their future ensuring that they are fully equipped to move forward to their pathway choice. We average 12 Year 11 students per year.
- To track the pathways of students for the first year after leaving school or CAST, for Post 16 students.
- To work with the Admin Team to liaise with students, staff and stakeholders to compile surveys and statistics to help analyse the performance of CAST.
- To assist in the development work of other project activities and support other project staff, volunteers and the project as a whole.
- To support the members of the Admin team in gathering information and completing reports for local authorities, schools and other commissioners as needed in line with Quality Assurances guidelines and Internal CAST procedures.
- To support the completion of student registers, working with the Admin Team, if and when required.
- To work with the Admin Team and play an active part in the application, maintenance and review of CAST policies and procedures..
- To understand and act responsibly in all aspects of the Health and Safety Policies relating to the CAST project across all settings.
- To provide a favourable image of the project at all times to the public, partners, learners and customers.
- Any other duties which may reasonably be considered to come under the remit of the post.



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Person Specification

Essential

- Experience of managing, reporting and monitoring safeguarding.
- Experience of working with young people and / or vulnerable and difficult to engage groups.
- Ability to engage with hard to reach young people.
- Experience of working as part of a team for a common goal as well as under your own initiative as needed.
- Be able to display a calm character and be supportive at all times, particularly when under pressure and when delivering frontline support.
- Ability to support vulnerable and disaffected young people, particularly young people in a mentoring capacity to help them achieve their potential.
- Excellent spoken and written communication skills.
- Competent report writing skills.
- Ability to work in partnership with other organisations.
- Ability to liaise and develop good relations with all project partners, sponsors and clients.
- Be honest, reliable and trustworthy and present a positive image of CAST
- A working knowledge of and commitment to Health and Safety, Risk Assessments, Equal Opportunities and Policies and Procedures.
- Able to work flexibly, identifying and responding to the needs of individual learners and for the best educational outcomes.
- Willing to undertake any training that may be necessary.
- Commitment to equal opportunities.
- IT competent particularly MS office and Internet based resources.

Desirable

- A qualification in teaching, training delivery or assessment.
- Full clean driving licence.
- Hold a current DBS clearance.

08 August 2023