

# Job Description

<b>Job Title</b>	Safeguarding Children Nurse
<b>Department</b>	Child Health
<b>Division</b>	Families and Clinical Support Services
<b>Salary Band</b>	6
<b>Accountable To</b>	Named Nurse Safeguarding Children
<b>JOB SUMMARY</b>	
<p>To provide safeguarding children advice, supervision, and training to HHFT staff and support the Named professionals in ensuring the Trust meets its responsibilities to safeguard children.</p> <p>To lead on the Trust's Safeguarding Children Health Liaison service.</p> <p>To support Hampshire Hospital's Foundation Trust's Child Sexual Abuse Service.</p>	
<p>Hampshire Hospitals Child Sexual Abuse Service consists of a small team of Nurses and Doctors delivering outstanding care to children aged 0-18 years who have been referred to the service. The role will offer clinical support with health reviews, forensic examination, STI Screening and follow-up appointments.</p>	
<b>KEY RESULT AREAS/RESPONSIBILITIES</b>	
<ul style="list-style-type: none"> <li>Working alongside the Specialist Practitioner and Specialist Midwife Safeguarding Children in ensuring a robust Health Liaison process is in place within the Trust</li> <li>To ensure appropriate and proportionate information is shared with health partners where it is identified that a child may be at risk of harm</li> <li>To ensure the sharing of information with agency partners as defined in Working Together 2023 is timely, appropriate and proportionate</li> <li>To provide guidance to staff with regard safeguarding children practices and processes</li> <li>Where required undertake clinical care for children who have been referred to the child sexual abuse service</li> <li>To provide support for families and carers who attend the clinic for initial appointments or follow-up</li> <li>Provide ongoing support to families wishing to seek emotionally and psychological support by signposting to local and national support services</li> <li>Developing specific expertise in children's health and development, child maltreatment and local arrangements for safeguarding and promoting the welfare of children</li> </ul>	

- Contributing to the safeguarding children training strategy, facilitating, and delivering the safeguarding children training within the Trust.
- Support the Named Nurse and team in reporting on serious incidents including serious case reviews and responding to complaints
- Support chain of evidence in all cases where samples are required

#### **CUSTOMER CARE FOR PATIENTS AND/OR SERVICE USERS**

- Able to build rapport quickly with children who have experienced abusive life events to complete acute and forensic examinations
- Able to provide non-judgemental care and support to parents/carers
- Participation in professionals' meetings as necessary, to provide support, development or when dealing with complex, sensitive or contentious cases
- To be responsible for the safeguarding children liaison service that forms part of the safeguarding team when cover is required
- To support the achievement of safeguarding children practice standards and to regularly audit and implement actions to improve quality and safety
- To have an understanding of the methodology of critically reviewing evidence and regularly conduct surveys and participate in research if required

#### **COMMUNICATION**

- Able to process complex information on emotionally distressing cases and provide clear advice for staff
- To empower and motivate those around you to constantly strive to improve the safeguarding children service
- To be personally competent to provide advice and support on complex safeguarding cases to health colleagues and agency partners.
- To participate in peer group supervision

#### **PLANNING AND ORGANISATION**

- Able to prioritise workload and cases that present
- To deal with any issues of professional behaviour or attitudes, quality and safety in the moment
- To be responsible for ensuring safeguarding practice is compliant with National Guidance and legislation, CQC outcomes, and commissioner requirements.
- Identify contribute and inform on training needs across the Trust and participate in the development of training packages to meet the identified need.
- Ability to manage own workload including data collection, maintenance of records and to ensure that reporting mechanisms are in place and working effectively
- Understand the Trust's key priorities in meeting the Safeguarding Children agenda

#### **BUDGETARY AND RESOURCE MANAGEMENT**

- Awareness of budget

- To make recommendations for improved resource utilisation

#### **TEACHING, TRAINING AND RESEARCH RESPONSIBILITIES**

- To support the delivery of safeguarding children training and co-ordination of the safeguarding children training in line with the training strategy.
- To participate for the development, delivery and facilitation of study days and courses.
- Demonstrate professional responsibility within and on behalf of the safeguarding service.
- To engage in continued professional development and annual appraisal ensuring that own skills are enhanced and updated including participation in own clinical supervision with the Specialist Practitioner.
- To be aware of evidence base, current national developments with safeguarding and to utilise this knowledge and best practice in the development of the service.
- Facilitate Safeguarding Children Training

#### **TRUST VALUES**

##### **DO NOT AMEND THIS SECTION**

Our values help us in what we do and how we do it. It is important that you understand and use these values throughout your employment with the Trust to define and develop our culture.

The post holder will be:

- **Compassionate, caring about our patients.**
- **Accountable and responsible, always looking to improve.**
- **Respectful for all and show integrity in everything.**
- **Encouraging and challenging each other to always do our best.**

#### **ADDITIONAL INFORMATION**

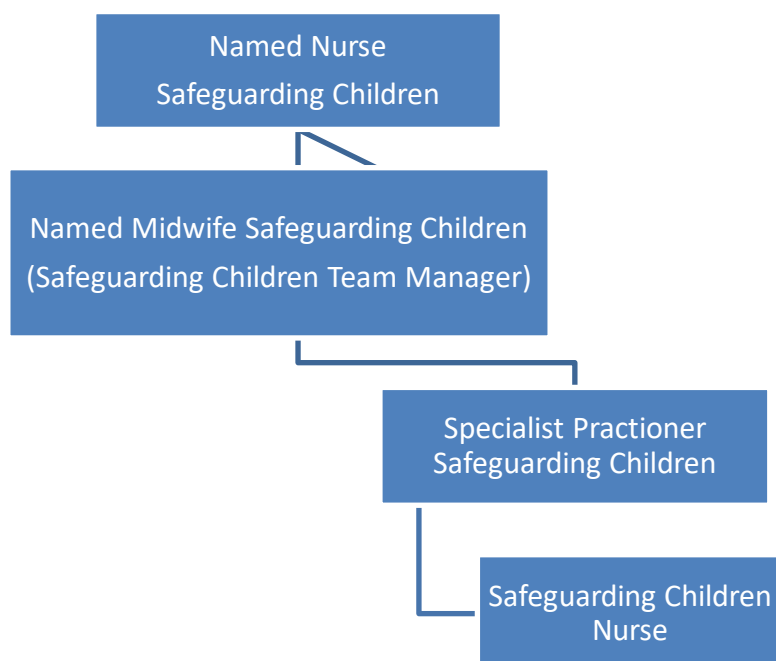
This job description is designed to assist post holders with understanding what is expected of them in their role. Hampshire hospitals NHS Foundation Trust may ask them to undertake other duties, as required, which are not necessarily specified on the job description but which are commensurate with the grade of the post.

The job description itself may be amended from time to time in consultation with the post holder, within the scope and general level of responsibility attached to the post.

All post holders must take responsibility to ensure that they are aware of and adhere to all Trust policies, procedures and guidelines relating to their employment regardless of their position within the Trust.

Appendix A to this Job Description and Person Specification details key information you should be aware of.

**ORGANISATION STRUCTURE**



# Person Specification

<b>Job Title:</b> Safeguarding Children Nurse	
<b>Training &amp; Qualifications</b>	
<b>Essential</b>	<b>Desirable</b>
<ul style="list-style-type: none"> <li>Registered Nurse/Midwife</li> <li>Professional qualification to degree-level or equivalent experience in Paediatrics/Health Visiting/School Nursing</li> <li>Able to demonstrate a good command of the English Language both written and verbal</li> <li>Post registration qualification (an/or professional development) associated with children</li> <li>Computer Literate</li> </ul>	<ul style="list-style-type: none"> <li>Post registration qualification (and/or professional development) in safeguarding Children</li> <li>Evidence of working with multiagency partners within the safeguarding /and or public health</li> <li>Additional Post graduate learning in specialist field including master's degree or working towards</li> </ul>
<b>Experience &amp; Knowledge</b>	
<b>Essential</b>	<b>Desirable</b>
<ul style="list-style-type: none"> <li>Proven experience of working with children and families</li> <li>Working knowledge safeguarding children agenda</li> <li>Knowledge of national and local safeguarding policies, guidelines and recommendations</li> <li>High level of knowledge of child development</li> <li></li> </ul>	<ul style="list-style-type: none"> <li>Experience of working with children who have suffered abuse and neglect</li> <li>Phlebotomy and Immunisation trained</li> <li>Understanding of health agenda with particular reference to child sexual abuse</li> <li>Evidence of post registration clinical work experience in speciality</li> </ul>
<b>Skills &amp; Ability</b>	
<b>Essential</b>	<b>Desirable</b>
<ul style="list-style-type: none"> <li>To demonstrate the required behaviour in keeping with the Trust values</li> <li>Highly specialised clinical skills across the relevant speciality</li> <li>Experience as a paediatric nurse, school nurse, health visitor, staff nurse (working within HV/SN teams)</li> </ul>	<ul style="list-style-type: none"> <li>Evidence of the ability to deliver formal and informal learning sessions</li> <li>Evidence of contributing to audit, policy development and implementation</li> </ul>

<ul style="list-style-type: none"> <li>• Ability to work with emotionally distressing information about children who have experience abuse and neglect</li> <li>• Organisational and on-going planning skills, including own workload and others in an unpredictable environment</li> <li>• Advanced communication skills including the ability to communicate complex, sensitive or confidential information in an appropriate manner; to liaise effectively; to understand and disseminate multifaceted information</li> <li>• Understanding of effective clinical governance, including implications, quality and audit</li> <li>• Able to apply an excellent understanding of Equality &amp; Diversity in all areas of work</li> </ul>	
<b>Other Specific Requirements</b>	
<b>Essential</b>	<b>Desirable</b>
<ul style="list-style-type: none"> <li>• Car driver and access to own vehicle</li> <li>•</li> <li>•</li> <li>•</li> </ul>	<ul style="list-style-type: none"> <li>•</li> <li>•</li> <li>•</li> <li>•</li> </ul>

Post holders' signature: ..... Date: .....

Managers' signature: ..... Date: .....

# Appendix A

## ADDITIONAL INFORMATION APPLICABLE TO ALL POSTS

### Confidentiality

During the course of your employment, you may see, hear or have access to information on affairs of patients and staff. Post holders may only use such information as appropriate to carry out their normal duties.

Post holders must not disclose personal, clinical or commercial information to any unauthorised third party; any such disclosure will be investigated and may lead to disciplinary action and possible dismissal.

These obligations are in line with common law duty, the Caldicott principles on patient data, the Data Protection Act, the Freedom of Information Act and other legislation which apply both during employment and after the termination of employment.

### Equality and Diversity

The post holder must comply with all Trust policies and procedures designed to ensure equality of employment and that services are delivered in ways that meet the individual needs of patients and their families.

The post holder must promote equality, diversity and human rights for all and treat others with dignity and respect. No person whether they are staff, patient or visitor should receive less favourable treatment because of their gender, ethnic origin, age, disability, sexual orientation, religion etc.

### Quality & Safety

Patient, service/facility user and staff safety is paramount at Hampshire Hospitals NHS Foundation Trust.

The post holder will promote a just and open culture to reporting of incidents and adverse events. To ensure the practice of self and others is at all times compliant with both the safeguarding children's policy and guidance and vulnerable adult's policy.

The post holder should be aware of current health and safety policies of the Trust. They must attend all mandatory health and safety training. They are also required to maintain a safe working environment for patients, visitors and employees and report any accidents or dangerous incidents promptly. They should use protective clothing and equipment where provided.

### Vetting & Barring Scheme

The Vetting and Barring Scheme was created to ensure that the Trust has the most robust system possible for preventing those who seek to harm children, or vulnerable adults, from gaining access to them through work or volunteering.

It is a criminal offense for someone Barred from regulated activity working with vulnerable adults or children to seek this employment. Any employer who knowingly pursues the employment of someone Barred from working with vulnerable adults or children are liable for prosecution.

### Infection Control

To ensure the practice of self and others is at all times compliant with infection control policy and procedures. Hand hygiene must be performed before and after contact with patients and their environment.

**Governance and Risk**

Adhere to all Trust policies, procedures and guidelines. Follow professional and managerial codes of conduct as applicable to the role. Take active steps to prevent theft or fraud in the workplace.

**Duty of Candour**

The post holder is also required to ensure compliance with the statutory 'duty of candour'. This is a legal duty to inform and apologise to patients if there have been mistakes in their care that have led to significant harm. It is aimed at helping patients receive accurate, truthful information from health providers achieving a wholly transparent culture.

**Safeguarding**

Employees must at all times treat all patients with dignity and respect and ensure that vulnerable adults and children are safeguarded from abuse and neglect within the provisions of the Trust's Policies.

**MCA**

All employees are required to have regard for the Mental Capacity Act code of Practice, regardless of their role within the organisation. Employees are responsible for ensuring that they use the Act as appropriate in the course of their day to day duties. Training is available to staff, as are materials to help support employees to embed the provisions of the Act.

**Training & Personal Development – Continuous Professional Development**

There is a requirement for all Trust Employees to take part in the annual appraisal process; this can be in the capacity of facilitating staff appraisals and participating in their own appraisal and development plan.

The post holder must take responsibility in agreement with his/her line manager for his/her own personal development this includes attending all Trust Statutory and Mandatory training allocated for the role.

In addition the post holder must be aware of their education responsibilities within their area of work. All Healthcare Professionals have a responsibility to support and educate students / trainees and other learners in practice.

**Sustainability and Carbon Reduction**

Every member of staff is encouraged to take responsibility for energy consumption and carbon reduction and is expected to incorporate the agenda of sustainability, carbon and health in their daily work.