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Family Support Worker (Deputy DSL)

# **Job Description**

Post title: Family Support Worker & Deputy Designated Safeguarding Lead  
Grade/Pay scale: Hampshire County Council (HCC) Support Staff Grade D/E £27,780 up to £36,369  
Reports to: Assistant Headteachers for Wellbeing & Communities  
Hours: Full-time (flexible working available)  
Location: Across three campuses  
Wider Leadership Team (WLT): Member

**Core Purpose**

Provide early help and sustained family support that improves attendance, engagement, and wellbeing;   
lead casework with families; and act as Deputy DSL to ensure robust safeguarding practice under the   
direction of the DSL and Assistant Heads for Wellbeing & Communities.

**Key Responsibilities**

Safeguarding (Deputy DSL):  
- Act as Deputy DSL, receiving and triaging concerns, making timely referrals, and escalating risk in line with thresholds.  
- Maintain accurate, confidential safeguarding records (e.g., CPOMS/Arbor) and contribute to audits and policy updates.  
- Provide advice/guidance to staff and deputise for the DSL when required.  
- Coordinate Early Help Assessments and lead/attend multi-agency meetings; prepare high-quality reports.  
  
Family Support & Early Help (SHIP Worker role):  
- Hold a managed caseload of families, delivering practical and emotional support.  
- Improve routines, attendance, and engagement; support access to housing, benefits, and services.  
- Deliver/signpost parenting support and workshops.  
- Provide consistent home–school liaison, including home visits.  
  
Pupil Wellbeing & Inclusion:  
- Provide 1:1 and small-group interventions.  
- Contribute to personalised plans and risk assessments.  
- Support transitions (admissions, mid-phase moves, post-16).  
  
Partnership & Compliance:  
- Build strong links with Early Help Hubs, CAMHS, School Nursing, voluntary/community orgs.  
- Represent the school at meetings and follow through on actions.  
- Keep records; produce reports for SLT/Governors.  
- Track impact and contribute to improvement.