**Ad Astra Safeguarding: A beginner’s guide!**

Thank you for coming to visit us today. There will be lots of opportunities to talk to staff and students, but here are a few things you need to know straight away.

**Who has responsibility in safeguarding and promoting the welfare of children?**

All staff – including you today. Read on!



**Who is the named DSL at Ad Astra?**

Lyz Shaw 07935 224868

**Who are the other DSL trained staff at Ad Astra?**

Daisy Bringloe

**If you have a concern about a child’s welfare who should you speak to?**

The Designated Safeguarding Lead (DSL) Lyz Shaw

**If you have a concern about another member of staff’s behaviour who should you inform?**

Kate Frankish (Head of Provision)

Lyz Shaw (Director)

**If you have any concerns or questions, please speak to the safeguarding team ASAP. We can help!**

**Guidance sheet for your trial day**

|  |  |
| --- | --- |
| Candidate Name |  |
| Trial Day and Time: |  |
| Location |  |

Welcome to Ad Astra. Firstly, congratulations, you have been invited for a trial after a successful interview. We would like to use the session to give you the opportunity to meet our students and staff, see some of our venues and activities and decide if you can see yourself being part of the team. We will also use this time to assess your suitability for the role.

Please start by reading the safeguarding information on the reverse.

During our morning session, all students will arrive, either by taxi or collected from home by our mentors. The morning session is the perfect opportunity for you to meet and greet all students.

During your trial we would like to see how you tackle:

1. Introducing yourself to the students/staff
2. Interactions with our students
3. Getting involved with the activity

We would also like to invite you for a final interview at our Head Office\* after your trial.

Please reflect on the points below, and any other questions you may have.

|  |  |
| --- | --- |
| 1. What was the most enjoyable aspect of the trial day? |  |
| 1. What was the most most challenging aspect of the trial day? |  |
| 1. How well did you interact with the students? |  |
| 1. Did you feel comfortable in our setting? |  |
| 1. On reflection, would you change anything about your trial day? If so, what? |  |
| 1. Would you still like to be considered for this post? |  |