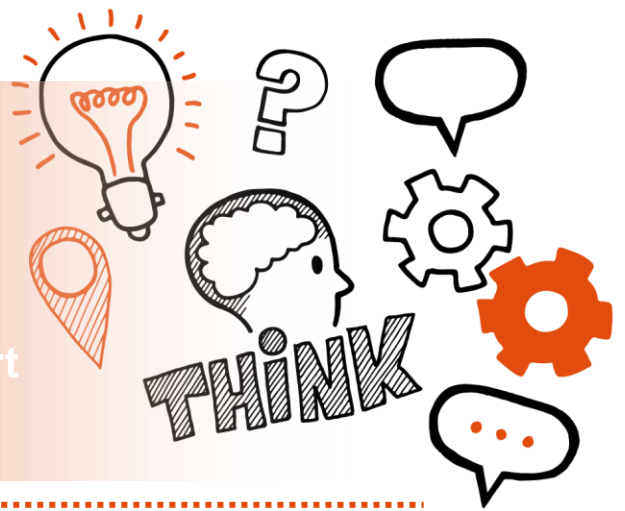


Think about

Professional discussion
underpinned by portfolio

Level 3 ST1030 Safeguarding Support
Officer V1.0



On the day of this assessment you will carry out:



A 60-minute professional discussion (+10%)



Remote or face-to-face



In a suitable, controlled environment free from
distraction



With an end-point assessor



Key point

You will have already submitted your portfolio of evidence, which is not formally assessed, but can be used to illustrate your answers.



Do

- Review the criteria associated with the professional discussion underpinned by portfolio - this can be found in the EPA Kit and in the table at the end of this document
- Review relevant legislations, regulations and your organisation's policies and procedures
- Ensure a quiet room is available and that there are no interruptions
- Be prepared to answer at least 12 questions and any follow-up questions that your assessor may ask



Don't

- Forget to bring your ID
- Forget to plan
- Forget to bring your portfolio to refer to during the professional discussion



Next steps

- Results can take up to 7 working days to be confirmed
- Your manager or training provider will inform you of the results



Resits

- If you do not achieve a pass result on the professional discussion underpinned by portfolio, you can resit the assessment





Use the table below to plan and prepare for the professional discussion underpinned by portfolio

(P) indicates pass criteria

(D) indicates distinction criteria

Assessment criteria	Key points to remember
Collaboration	
(P) Explain how and where to escalate concerns when decisions are not in the individuals best interest following the local safeguarding escalation pathways and scope of own role. (K12, S13)	
(P) Describe how you work professionally and courteously with the wider team to support management of safeguarding caseloads. (K18, S19, B7)	



(D) Evaluate the benefits of working with the wider team to manage safeguarding caseloads. (K18, S19)

Safeguarding practice

(P) Explain the principles of safeguarding and how you identify and respond to safeguarding concerns in a caring and compassionate way, following organisational protocols and within role and responsibilities. (K1, S1, S20, B2).

(P) Describe the safeguarding process including types of concerns and ways they identify incidents, and the mechanisms for reporting incidents from when the concern is raised to the end outcome. (K13, K19, S14)



(P) Explain how you triage, prioritise and recommend courses of action for safeguarding concerns within scope of own role. (K4, S4, S5)

(P) Describe the principles and purpose of safeguarding inspections, reviews and audits and how you collate evidence. (K24, K25, S25)

(P) Explain how you interpret the results of inspections and apply feedback to improve practice. (K26, S26)



(P) Explain how to promote a safeguarding culture that includes models of safeguarding supervision and compassionate care, and how to access and prepare for supervisions. (K28, K31)

(D) Analyse the potential impact of poor decision making on prioritisation of safeguarding concerns. (K4, S4, S5)

(D) Summarise how you can always be prepared for external safeguarding inspections, reviews and audits. (K24, S25)



(D) Articulate the benefits of safeguarding supervision and compassionate care as demonstrated by a safeguarding culture (K31)

Legislation policy and procedures

(P) Explain how you apply safeguarding legislation, local, national, organisational policies and procedures and codes of conduct to your own role and how you advise colleagues on safeguarding matters. (K3, K16, S3, S17)

(P) Explain when and how you escalate complex cases to senior staff in line with policy and procedure. (K6, S7)



(P) Explain local policy and procedures on whistleblowing and how to report allegations against staff whilst maintaining confidentiality. (K7, S8)

Personal development

(P) Outline how you apply the principles of reflective practice to your own performance and the peer support available within a group environment when dealing with safeguarding cases and concerns within scope of own role. (K21, S22)

(P) Explain how you identify own learning and development needs with objectivity, participate in continuous professional development and evaluate the impact of learning on own practice and development of resilience. (K27, S27, B5)



<p>(P) Describe how safeguarding can impact on your own wellbeing and personal safety and how you seek advice and support from senior staff when required. (K29, S28)</p>	
<p>(D) Evaluate own reflective practice and the benefits of peer support and give examples of how they impact on own performance, wellbeing and personal safety. (K21, K29, S22, S28)</p>	

V1.0

