



Job Profile

School Crossing Patrol

Grade: B

Date created: March 2018

About the Job To provide a safer place for children and other pedestrians to cross the road when going to and from school, carrying a sign and wearing a uniform approved by the Secretary of State and in the manner prescribed by the School Crossing Patrol Handbook.

This is what we need you to do...

- To supervise children and other pedestrians across the road(s) at the approved site in accordance with both the School Crossing Patrol Handbook and the training given by the School Crossing Patrol Co-ordinator.
- To ensure that the specified clothing is worn and the correct equipment is used at all times.
- To encourage good road safety behaviour by the children.
- To liaise with the Head Teacher on all matters regarding their duties or any hazards relating to the prescribed site.
- To comply with the arrangements made to deliver services in accordance with the Council's Fairness and Diversity Strategy.
- To adhere to all health and safety instructions and to take all reasonable care not to do anything that might endanger themselves or others and to report to their line manager any dangerous situations in the workplace or any shortcomings in health and safety arrangements.
- To adhere to the Council's published guidelines relating to confidential information as covered by current Data Protection legislation; in particular, information must not be disclosed to unauthorised people or organisations.

- To adhere to the Council's guidance on safer working practice for adults working with children.

Special Conditions

- A Disclosure and Barring Service (DBS) check is required.
- Able to work the times allocated by the school (generally half an hour before school start time and about half an hour after school finishing time. For this school times will be: Morning 8:25 a.m. to 9:05 a.m. Afternoon 3:10 p.m. to 3:45 p.m.
- Working outside in all weathers requires good general health as well as being physically able, mobile and alert at all times.

Monitoring and ongoing development of outcomes

As part of the annual appraisal, outcome based targets will be developed in conjunction with the post holder and will supplement this job profile. The job profile will be subject to regular review and the council reserves its right to amend or add to the accountabilities listed above.

The ideal candidate will have...

Experience

- Experience of working with the public

Knowledge, Skills and Understanding

- Basic literacy
- Able to assess speed and distance
- Good communication skills with children and adults
- Able to carry the “Stop” sign
- Able to stand for the time of the shift
- Able to relate to different types of road user

Behavioural attributes

- Demonstrates Gloucestershire Leader/Employee Behaviours
- Reliable and responsible
- Cheerful, pleasant and approachable
- Patient
- Punctual
- Able to work on own initiative
- Good sense of humour
- Community minded
- Interested in helping children

Education & Qualifications

Essential

- No formal educational qualifications are required, but applicants should be able to understand The Highway Code and may need to complete simple forms