

Kent County Council

Job Description: *School Crossing Patrol*

Directorate:	Growth, Environment and Transport
Unit/Section:	Highways, Transportation and Waste
Grade:	KR2
Responsible to:	Safer Mobility Team Leader (locally line managed by the Head Teacher)

Purpose of the Job:

To ensure the safety of pedestrians crossing the road at a designated School Crossing Patrol site between specified times of day. To ensure that traffic flows are not unnecessarily hindered whilst performing these duties.

Main duties and responsibilities:

- To safely perform the operation of a School Crossing Patrol according to Kent County Councils' policies and procedures; including all Health and Safety and Child Safeguarding procedures.
- To correctly use the uniform and equipment, in accordance with the legal requirement, to ensure the safety of themselves, pedestrians, and drivers, including hazard warning lights where provided.
- Maintain control over pedestrians who are awaiting instructions to cross the road at a designated school crossing site, ensuring that they do not enter the road before traffic has been halted.
- To ensure that pedestrians are safely on the footway before indicating to traffic to proceed.
- Report any problems with the operation of the patrol and/or the highway environment that may be deemed a risk to the safe operation of the School Crossing Patrol e.g. vegetation, potholes and obstructions (including temporary road works).
- Monitor any incidents and inappropriate behavior at the site, reporting any issues as per Kent County Council's policy and procedures.
- To complete all practical on-site, online and attendance at facilitated training as required.

Footnote: This job description is provided to assist the job holder to know what his/her main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

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Person Specification: *School Crossing Patrol*

The following outlines the criteria for this post. Applicants who have a disability and who meet the criteria will be shortlisted.

Applicants should describe in their application how they meet these criteria.

	CRITERIA
QUALIFICATIONS	<ul style="list-style-type: none">• Level 1 in literacy
EXPERIENCE	<ul style="list-style-type: none">• Experience of working with children and/or the public
SKILLS AND ABILITIES	<ul style="list-style-type: none">• Good communication skills• Punctual• Reliable• Assertive
KNOWLEDGE	<ul style="list-style-type: none">• Good understanding of road use and traffic awareness• Understanding of the highway environment and related features e.g. signs, lines and other aspects of the Highway Code.• Computer literate and have email access• Basic safeguarding awareness.
BEHAVIOURS	<p>Truth and judgement:</p> <ul style="list-style-type: none">• Be truthful, honest and realistic.• Open to new ideas and welcome challenge on how you do things <p>Character and courage</p> <ul style="list-style-type: none">• Work to find positive solutions, be creative• Be proud of the work we do as one council, delivering positive outcomes <p>Outcomes and delivery</p> <ul style="list-style-type: none">• Be clear of what has got to be achieved, keep the end goal in mind and share knowledge of best practice. <p>People and partnerships</p> <ul style="list-style-type: none">• Team player and customer-focused at all times. <p>Tools and professionalism</p> <ul style="list-style-type: none">• Speak and act professionally at all times and ensure that knowledge and skills are kept up to date