

# Kent County Council

## Job Description: *School Crossing Patrol*

---

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

### **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 behaviour 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.

# Kent County Council

## 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.

	<b>CRITERIA</b>
<b>QUALIFICATIONS</b>	<ul style="list-style-type: none"><li>• Level 1 in literacy</li></ul>
<b>EXPERIENCE</b>	<ul style="list-style-type: none"><li>• Experience of working with children and/or the public</li></ul>
<b>SKILLS AND ABILITIES</b>	<ul style="list-style-type: none"><li>• Good communication skills</li><li>• Fluency in English</li><li>• Punctual</li><li>• Reliable</li><li>• Assertive</li></ul>
<b>KNOWLEDGE</b>	<ul style="list-style-type: none"><li>• Good understanding of road use and traffic awareness</li><li>• Understanding of the highway environment and related features e.g. signs, lines and other aspects of the Highway Code</li><li>• Computer literate and have email access</li><li>• Basic safeguarding awareness</li></ul>
<b>BEHAVIOURS AND KENT VALUES</b>	<b>Kent Values:</b>  <b>Open</b>  <b>Invite Contribution and Challenge</b>  <b>Accountable</b>