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| Service and job specific context statement | |
| **Directorate:** | Business and Environmental Services |
| **Service:** | Highways and Transportation |
| **Post title:** | School Crossing Patrol |
| **Grade:** | C |
| **Responsible to:** | School Crossing Patrol Officer |
| **Staff managed:** | None |
| **Date of issue:** | April 2016 |
| **Job family:** | **C&S - Care & Support** |

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| Job context |
| * The Education and Inspection Act 2006 (section 508A) puts a duty on schools to promote sustainable travel to school. School Crossing Patrols are one option that can contribute to this duty. * The core focus of this job is to carry out School Crossing Patrol duties at a designated site in accordance with legal procedures set down for the Task. * The county works to the Road Safety GB National Guidelines for assessment of SCP sites and for service delivery * The service provides SCP Patrols at sites that are assessed as eligible for a patrol and where a patrol(s) can be recruited. Job share arrangements are welcomed * The role involves spoken communications so a confident use of English language is required. |

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| Structure |

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| Road Safety & Travel Awareness Officers x 4  Road Safety Data Analyst Driver Training Officer Partnership Project Officer | Team Leader Road Safety & Travel Awareness  Local Road Safety Partnership Groups and Police  School Crossing Patrol Officer Full time  Line Manager  Local Highways Engineers; county, district and parish councillors. Media  Schools and community groups    School Crossing Patrol part time, term time only |

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| Job Description | |
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| Job purpose | To ensure the safe passage of school children and other pedestrians crossing the road at a designated crossing point between specified crossing patrol times. The discharge of these duties must not be to the detriment of the welfare of other road users. |
| Operational management | * Checking on the operation of amber flashing lights (where appropriate) and reporting any malfunctions to the School Crossing Patrol Officer. * Carry out a ‘pre-duty’ Health and Safety risk assessment to ensure the site is safe to work at, and reporting any concerns identified to the School Crossing Patrol Officer. * Control and marshalling of children at the crossing point. * Stopping traffic on the Highway by using ‘STOP’ sign. * To carry out the Council’s policy with regard to the School Crossing Patrol Service which includes Health and Safety procedures. |
| Communications | * Asking vehicle owners parking on or near to the crossing and causing a hazard to move on, explaining why. * Reporting any problems or difficulties to the School Crossing Patrol Officer. |
| Resource management | * To wear the approved uniform and use the approved equipment commensurate with the duties and the law relating to the legal and local requirements of the job. Maintain all issued items in good condition and request replacements when required. |
| Safeguarding | * To be committed to safeguarding and promoting the welfare of children, young people and vulnerable adults. |

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| Person Specification | |
| Essential upon appointment | **Desirable on appointment** |
| Experience | * Previous role involving work with young people (voluntary or paid). |
| Occupational Skills   * Basic literacy/numeracy to complete associated clerical tasks e.g. complete timesheets/note car numbers. * Good interpersonal and communication skills. * The ability to converse at ease with customers and provide advice in accurate spoken English is essential for the post. * Ability to work independently * Ability to judge speed/distance of oncoming traffic, to judge and foresee hazardous situations. * Ability to operate the crossing in accordance with the procedures set down and to take requisite action in poor weather, incidents or other emergency situations that may arise at the site. |  |
| Other Requirements   * Must be available to work during school terms. * Must be able to work outdoors in all weathers * Must be prepared to comply with legal requirement to wear official uniform and use Patrol Stop sign * To be physically able to move on and off the road (to be able to respond rapidly if required) * Required to be on your feet for up to an hour at a time (twice a day) * Ability to hold and display a Stop sign weighing up to 2 kilos in all weathers safely. As set out in the National Guidelines. |  |
| Behaviours | [Link](http://nyccintranet/policies/behaviour-and-skills-framework) |

NB – Assessment criteria for recruitment will be notified separately.  
Optional - Statement for recruitment purposes: You should use this information to make the best of your application by identifying some specific pieces of work you may have undertaken in any of these areas. You will be tested in some or all of the skill specific areas over the course of the selection process.