



## **Job profile**

### **School Crossing Patrol**

#### **Grade B**

**Group:** Communities and Environment

**Service:** Development and Public Protection

**Location:** Caedmon Primary School

**Line Manager:** Road Safety Officer

**Car User Status:** N/A

#### **Job Purpose**

To stop traffic and ensure the safety of children crossing the road at a designated point between specified times. The discharge of these duties must not be to the detriment of the welfare of road users.

#### **The key roles of this post will include:**

- To carry out the Council's policy with regard to the SCP Service which includes all Health and Safety procedures, and reporting of accidents and incidents.
- To use all uniform and equipment provided for your safety, the safety of children and all other members of the public, especially when stopping traffic on the Highway.
- To maintain control over pedestrians who are awaiting your instructions to cross.
- To report any problems or difficulties to the Manager of the School Crossing Patrol Service.
- To be aware of and comply with all relevant codes of practice and provisions in the Highway Code.

#### **Special factors:**

- This is a term time position requiring holidays to be taken during periods of school closure.
- Good punctuality and attendance are essential otherwise children may be at risk.
- The post is categorised as a regulated activity so therefore is subject to a criminal check being carried out by the Disclosure and Barring Scheme (DBS)
- The post is subject to a satisfactory pre-employment medical.
- The post holder maybe required to attend, from time to time, training courses or other meetings as required by his/her own training needs and the needs of the SCP Service.

**Physical requirements:**

- To be physically able to move on and off the road. (to be able to respond rapidly if required).
- To be able to work in all weather conditions.
- To be physically fit and able to deal with emergency traffic situations as they relate to the crossing of pedestrians and yourself.
- To be physically and mentally able to judge and foresee dangerous situations and to be alert and able to respond rapidly.
- To be able to look and see unsafe traffic situations in all directions.
- To be able to hear potential unsafe traffic situations that may be out of immediate vision.
- To be able to hold in one hand the SCP sign, weighing up to 2 kilos, in all weathers.

**Working Conditions:**

- Lone working.
- Required to stand throughout duty period (Average duty time up to one hour).
- Working conditions may be arduous requiring SCP to be outside in all weather conditions.
- Exposure to traffic fumes.



## **Knowledge & Qualifications**

### **Essential:**

#### Knowledge

- Good understanding of road use and traffic awareness

#### Experience

- Ability to travel to SCP site
- Willingness to attend regular health checks where appropriate
- Dependable
- Honesty
- Smart Appearance
- Good Communicator
- Good Community Spirit
- Reliable

#### Qualifications

- Willingness to undergo further training

### **Desirable:**

#### Experience

- Previous experience of working with children and /or the public
- Using a home telephone/mobile telephone

#### Qualifications

- Driving Licence
- First Aid



## Competencies

<b>Customer Focus</b>	Puts the customer first and provides excellent service to both internal and external customers
<b>Communication</b>	Uses appropriate methods to express information in a clear and concise way to make sure people understand
<b>Team Working</b>	Works with others to achieve results and develop good working relationships
<b>Making things happen</b>	Takes responsibility for personal organisation and achieving results
<b>Flexibility</b>	Adapts to change and works effectively in a variety of situations
<b>Learning and Development</b>	Actively improves by developing and applying new skills and knowledge and learns from past experiences