Kent County Council
Job Description: *School Crossing Patrol*

Directorate:	**Growth, Environment and Transport**
Unit/Section:	**Highways and Transportation**
Grade:	**KRA**
Responsible to:	**Safer Active Journeys Team Leader (local liaison with 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:

- The post holder must carry out their duties in accordance with the KCC Policy and Guidance on Data Protection, Information Governance, Equal Opportunities and Diversity Policy Statement, Safeguarding and Child Protection, the Health and Safety Policy and the Service's requirements and standards. This includes ensuring the safeguarding and welfare of children, young people and vulnerable adults the employee is responsible for or comes into contact with, reporting any safeguarding concerns to the Designated Safeguarding Lead at the setting and to their line manager.

- 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.

- This role is customer facing and KCC has a duty, under the Immigration Act 2016, to ensure that its employees in customer facing roles speak fluent English to an appropriate standard.

Footnote: This job description is provided to assist the job holder to know what their 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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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	• Level 1 in literacy
EXPERIENCE	• Experience of working with children and/or the public
SKILLS AND ABILITIES	• Good communication skills • Fluency in English • Punctual • Reliable • Assertive
KNOWLEDGE	• 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.
KENT VALUES AND CULTURAL ATTRIBUTES	**Kent Values:** • We are **brave.** We do the right thing, we accept and offer challenge • We are **curious** to innovate and improve • We are **compassionate**, understanding and respectful to all • We are **strong together** by sharing knowledge • We are all **responsible** for the difference we make Our values enable us to build a culture that is: **Flexible/agile** - willing to take (calculated) risks and want people that are flexible and agile **Curious** - constantly learning and evolving **Compassionate and Inclusive** - compassionate, understanding and respectful to all **Working Together** - building and delivering for the best interests of Kent **Empowering -** Our people take accountability for their decisions and actions

	Externally Focused - Residents, families and communities at the heart of decision making