

Kent County Council

Job Description: *School Crossing Patrol*

Directorate:	Growth, Environment and Transport
Unit/Section:	Highways and Transportation
Grade:	KR3
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:

- 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.

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 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.

	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 • Fluency in English • 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.
KENT VALUES	<ul style="list-style-type: none"> • 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 CULTURAL ATTRIBUTES	<ul style="list-style-type: none"> • Compassionate & inclusive • Working together – building and delivering for the best interests of KCC • Externally focused – residents, families and communities at the heart of decision making • Flexible/agile – willing to take (calculated) risks • Empowering – our people take accountability for their decisions and actions • Curious – constantly learning and evolving