



**Job Title:** School Crossing Patrol Officer

**Grade:** £10 per hour (non-pensionable)

**Hours of Work:** Up to 10 hours pw 38 weeks term time only  
Fixed term to Summer 2021  
5 days expected 8-9am and 2.30–3.30pm

*Every member of staff at Bowmansgreen Primary School has the responsibility to make a positive impact on children's learning and wellbeing. Each person is required to understand their contribution in working towards and supporting the overall vision, aims and ethos of the school.*

### **Purpose of the Job**

- To escort children safely across a road at a given location on their way to and from school
- To make every effort to ensure all service users are escorted safely across the road at the pre-determined site and to be responsible for their safety
- To ensure that traffic stops and responds to directions, record and report details of any motorist who fails to comply with these directions
- To allow the traffic to flow after all service users have been safely escorted across the road
- To maintain uniform and equipment to an acceptable standard
- To attend the crossing at times determined

### **Person Specification (Skills, Knowledge & Abilities)**

- A genuinely warm, friendly and caring person
- Able to communicate clear instructions, whilst remaining calm and confident, to children and their carers
- Able to act in a responsible manner in order to maintain the safety of the children at all times
- Give clear signals to motorists and pedestrians
- Able to communicate in an assertive, effective and positive way with service users e.g. parents, children and motorists
- An understanding and practical application of the relevant sections of the Highway Code
- An awareness of their responsibility for their own health and safety as well as the people using the crossing
- Enthusiasm and commitment to the role
- Willingness to work in all weathers at the times required
- Be prepared to wear appropriate uniform and carry the sign while on duty

### **Equalities**

Be aware of and support difference and ensure that the school's equalities and diversity policies are followed.

### **Health and Safety**

Be aware of and comply with policies and procedures relating to child protection; health and safety; confidentiality; and data protection and report all concerns to an appropriate person.

### **Disclosure & Barring Service (formerly CRB)**

This post is classed as having a high degree of contact with children or vulnerable adults and is exempt from the Rehabilitation of Offenders Act 1974. An enhanced disclosure will be sought through the Disclosure & Barring Service as part of Hertfordshire County Council's pre-employment checks.