

Job Title:	School Crossing Warden
Grade:	2
Responsible to:	School Crossing Patrol Supervisor
Responsible for:	N/A



Job Purpose

To ensure the safe crossing of pedestrians, including children for a specified period in the morning and afternoon, across designated roads on their journey to and from school

Duties and Responsibilities

Control large groups of children wishing to cross the road, ensuring their safety, including:

- i) Instructing children to wait on the pavement before crossing.
 - ii) Authorising children to proceed across the road.
 - iii) Ensure that traffic does not proceed until all children have safely crossed the road.
 - iv) Ensure health/safety codes of practice are adhered to at all times.
2. Anticipate the actions of problematic children.
 3. Report motorists where necessary to the School Crossing Supervisor.
 4. Report any accidents, and act as witness for the police if necessary.
 5. Report any children who misbehave to the appropriate Headteacher.
 6. Identify any hazard close to the crossing point, and report to the Supervisor, as necessary.
 7. Ensure that the full uniform is worn at all times when on duty.
 8. Ensure the cleanliness of uniform and crossing pole.
 9. Inform your supervisor when flashing lights are not working.
 10. To cover other School Crossing locations within the immediate vicinity, as and when required.

This Council is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment. Successful candidates will be required to complete an enhanced Disclosure and Barred Service Check

Should you be required as a regular and intrinsic part of your role; to speak to members of the public in English, you must be able to converse at ease with customers and provide advice in accurate spoken English as required by The Immigration Act 2016.

To undertake all duties and responsibilities in line with current Council Policies and Procedures, including those relating to health and safety; equalities, diversity, and inclusion; safeguarding procedures; financial instructions; procurement and commissioning.

To undertake any other duties in agreement with the post holder and manager. Significant changes that may affect the role and responsibilities of the post or the job description would be managed through an agreed process in consultation with the Trade Unions.

Issue date:

Person Specification Post Title: School Crossing Warden

Minimum Essential Requirements	Assessment Method
Section One: Knowledge and Experience	
Able to communicate well with both adults and children.	Application form and interview
Have an understanding of road use and traffic awareness	Application form and interview
Section Two: Skills and Abilities	
Ability to stand and walk for entire working period, including getting on and off the road briskly.	Application form and interview
Must be able to see hazardous traffic situations in all directions.	Application form and interview
Must be able to hear potential hazardous traffic situations that may be out of immediate vision.	Application form and interview
To be able to hold a School Crossing sign weighing around 2kgs, in all weathers.	Application form and interview
Ability to respond to incidents as and when they occur in a calm and professional manner.	Application form and interview

Remain calm when dealing with stressful and potentially dangerous situations.	Application form and interview
Able to work without direct supervision	Application form and interview
Reliable and Punctual	Application form and interview
Section Three: Qualifications	
N/A training will be given.	
Section Four: Our Values	
People are at the heart of what we do.	Interview
Openness and honesty are important to us.	Interview
Together we get things done	Interview

Health Risks Specification

Please identify all risks that apply to this post / role.

Fitness to Work	Potential health risks: please add Yes or No against each risk
Working with computers	No
Working at heights	No
Confined spaces	No
Moving and handling includes people and objects.	No

Vocational Health Checks	Potential health risks: please add Yes or No against each risk
Driver medicals, minibus, forklift trucks and HGV	No
Night Worker Questionnaires	No
School crossing warden	Yes

Statutory Health Surveillance	Potential health risks: please add Yes or No against each risk
Exposure to excessive noise levels	No
Exposure to excessive vibration levels	No
Exposure to skin irritants	No
Exposure to respiratory irritants	No

