



Job Title	School Road Crossing Assistant
Reporting to	Head Janitor

Job Purpose

To ensure the paramount safety of children and other pedestrians crossing the road at designated crossing points. To ensure that general traffic flows are not unnecessarily hindered whilst instructing road crossing. To operate with professionalism and courtesy whilst performing these duties. To assist with litter picking to ensure that the school and its grounds are clean, neat and tidy.

Special Conditions

- There is a high Health & Safety focus on this roll and attention to the H&S needs is paramount for both the children on and at the road and for the job holder themselves
- Full training will be provided. The post holder must be able to successfully complete this training to a satisfactory level, and be observed performing this role safely
- The role is subject to audit and inspections to ensure high standards are being met
- The job holder will undergo mandatory annual training, in H&S and in Safeguarding
- This Job Description sets out a summary of the key features of the role. It is not intended to be exhaustive and will be reviewed periodically to ensure it remains appropriate for the role

Main Duties and Responsibilities

- To ensure the children are safely escorted across the road to and from the school and throughout the day
- To be aware of changing road traffic and weather conditions and to advise management of any concerns promptly
- To operate STOP sign appropriately
- To instruct pupils who are waiting to cross the road and report any persistent misbehaviours to teaching staff
- To comply with all Health & Safety procedure, policy and legislation
- Report any accidents or incidents on the road crossing area promptly

- Report any 'near misses'
- Assist with litter picking to ensure that the school and grounds are clean, neat & tidy
- Demonstrate positive working relationships with school pupils, staff, parents and the local community
- Ensure that the appropriate uniform & PPE is worn and maintained at all times
- To carry out any other reasonable duties and responsibilities commensurate with the level of responsibility

The Person

Skills, Knowledge and Abilities

Essential

- Good visual acuity and perception, wearing glasses/contact lenses if necessary
- Good hearing abilities
- Experience of working outdoors in all weather conditions
- The ability to promote positive working relationships with pupils, staff, parents and members of the public
- Ability to judge the speed of oncoming traffic
- Reliable and prompt in attendance
- To meet our Safeguarding requirements, the College requires that all employees have the Right to Work in the UK, have 2 satisfactory references, and Enhanced Disclosure Scotland (PVG) clearance. The post holder must be able to provide the necessary information to allow the College to process these mandatory requirements

Desirable

- Experience of working with children and young people
- Road safety awareness
- Cheerful and friendly disposition
- Ability to communicate with courtesy to drivers who may be discontented
- Basic First Aid awareness