

Northumberland County Council  
**JOB DESCRIPTION**

<b>Post Title:</b>	School Crossing Patrol	<b>Director/Service/Sector:</b> Community & Environmental Services		<b>Office Use</b>
<b>Band:</b>	1	<b>Workplace:</b> Various Locations		<b>JE ref:</b> 847
<b>Responsible to:</b>	Partnership Manager	<b>Date:</b>	<b>Lead &amp; Man Induction:</b>	
<b>Job Purpose:</b> To ensure the safe passage of pupils across roads to and from school.				
<b>Resources</b>	Staff	None		
	Finance	None		
	Physical	Such equipment as may be provided.		
	Clients	None		
<b>Duties and key result areas:</b> Carried out in accordance with the procedures set out in the School Crossing Patrol Service, Guidance for School Crossing Patrols Booklet:-				
<ol style="list-style-type: none"> <li>1. Control traffic approaching the crossing area using such aids that are provided, including the operation of pedestrian light controlled crossings.</li> <li>2. Escort pupils safely across the road whilst travelling to and from school.</li> <li>3. Supervise the behaviour of pupils at crossing areas.</li> <li>4. Identify potential hazards and take appropriate action.</li> <li>5. In the event of accidents or incidents, ensure that the safety of the pupils is not compromised.</li> <li>6. Other duties appropriate to the nature, level and grade of the post.</li> </ol>				
<b>Work Arrangements</b>				
Physical requirements:	Continuous standing and walking.			
Transport requirements:	None.			
Working patterns:	Monday to Friday, morning and afternoon split working.			
Working conditions:	Outside working in all weathers and traffic conditions.			

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**PERSON SPECIFICATION**

<b>Post Title:</b> School Crossing Patrol	<b>Director/Service/Sector:</b> Community & Environmental Services	Ref: 847
<b>Essential</b>	<b>Desirable</b>	<b>Assess by</b>
<b>Qualifications and Knowledge</b>		
No particular qualifications or knowledge are required.		
<b>Experience</b>		
No specific experience in the workplace is necessary.	Some experience in a similar environment.	
<b>Skills and competencies</b>		
Ability to follow straightforward oral and written instructions and to keep basic work records. Physical skills related to the work.		
<b>Physical, mental and emotional demands</b>		
Ability to work outdoors all year round.		
<b>Motivation</b>		
A commitment to providing a quality service to customers.	A willingness to undertake job related training.	
<b>Other</b>		

Key to assessment methods; (a) application form, (i) interview, (r) references, (t) ability tests (q) personality questionnaire (g) assessed group work, (p) presentation, (o) others e.g. case studies/visits