

City of Wolverhampton Council

Job Description

Job title:	School Crossing Patrol Warden
Directorate:	Economy
Service:	Resident Services
Location:	Any suitable location within the City of Wolverhampton
Workstyle:	Field
Responsible to:	Senior School Crossing Patrol Officer
Grade:	Grade 2

This post is subject to a satisfactory Disclosure and Barring Service (DBS) check.

Job Purpose and Role:

To provide a quality service to enable children and parents to cross the road safely on their journeys to and from school.

1. Follow the correct procedures to manage the safety of children and pedestrians at crossing sites.
2. Attend duty at the designated time.
3. Control the behavior of children and pedestrians at the crossing location
4. Identify roadside hazards at the site and take necessary action
5. Operate Flashing Amber Lights as necessary (if applicable).
6. Operate a pelican, puffin or toucan crossing (if applicable).
7. Operate accordingly to the Road Safety GB School Crossing Patrol guidelines including wearing the approved, required uniform and using the stop sign
8. To act in accordance with the Council's Constitution and other Codes of Conduct.
9. To participate in staff development, appraisal and training as appropriate, including continuous professional development.
10. To comply with the Council's agreed policies and procedures including but not limited to Health and Safety, and Equal Opportunities Policies, the Data Protection

Act, Freedom of Information Act, Financial Management Regulations and other relevant Council and Government Regulations, Directives and City wide priorities.

11. To undertake any other tasks, duties and responsibilities as directed and appropriate to the grade and role of the post subject to any reasonable adjustments under the Disability Discrimination Act 1995 as incorporated into the Equality Act 2010.

12. To participate in the wider development of the service and contribute to service improvement as required.

13. City of Wolverhampton Council is committed to Corporate Parenting.

“Corporate Parenting is the collective responsibility of the Council to provide the best possible care and protection for children who are looked after.”

Effective date

Signature of post holder

Special Conditions

Any holiday arrangements must be made to coincide with school closure dates.

Be prepared to operate at any site within your local area as required by the Senior School Crossing Officer.

The post holder will be required to work outdoors in varying weather conditions.

The post holder maybe subject to medical checks.

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Person Specification

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Factors	Essential	Desirable	How identified
Qualifications			
Training			
Experience		<ul style="list-style-type: none"> • Experience of working or caring for children at school or at home 	Application form Interview
Special Knowledge/Skills	<ul style="list-style-type: none"> • The ability to communicate effectively 	<ul style="list-style-type: none"> • Knowledge of using roads as a cyclist, driver or motor cyclist 	Application form Interview
Personal Qualities	<ul style="list-style-type: none"> • Trustworthy • Reliable • Confident • Responsible • An ability to relate to children and their needs • Have the ability, to work on own initiative, and unsupervised 	<ul style="list-style-type: none"> • Knowledge of Equality and Diversity • An ability to remain calm and patient when under pressure 	Application form Interview References
Interests and Motivation relevant to the job	<ul style="list-style-type: none"> • Awareness of road safety 	<ul style="list-style-type: none"> • Enthusiasm and interest in the post 	Interview
Commitment	<ul style="list-style-type: none"> • Committed to providing a quality service as a School Crossing Patrol Warden 		Application form Interview