

# Job description

## School Crossing Patrol Officer

- Grade: Scale 2
- Reports to: Road Danger Reduction and Special Projects Officer
- Direct reports: None
- Your team: Lighting and Traffic Engineering
- Service area: Climate Change and Traffic
- Directorate: Environment & Climate Change

### Special requirements of the post

Workstyle: Frontline (Full presence required at designated crossing sites at school starting/finishing times).

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This post requires a DBS check at the appropriate level (Enhanced with Barring)

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## Our mission

Islington is a place rich with diversity and culture. As a council our sense of purpose couldn't be clearer: we serve. It's in the logo. We are committed to challenging inequality in the borough and as one of the largest employers we know that to look after the place and the planet, we have to look after our people. **Together we can change the future.**

To do this, everyone who works at Islington Council lives by a set of values which guide us in everything that we do: collaborative, ambitious, resourceful, and empowering. They spell out 'CARE', which is what we think public service is all about.

## Overview of the role

The School Crossing Patrol Officer is responsible for ensuring the safe crossing of pedestrians, particularly children, at designated sites during specified times. The role involves controlling traffic, supervising children, and applying Highway Code guidance to maintain road safety. The post contributes directly to safer streets and supports the council's commitment to high-quality frontline services.

## Key Responsibilities

- Ensure the safety of pedestrians crossing at designated points at specified times.
- Provide a safe environment for children travelling to and from school.
- Direct and control children waiting to cross the road.
- Stop traffic and give clear signals to drivers, ensuring safe crossing for pedestrians
- Use all uniform and equipment provided to ensure safety of all road users.
- Carry out duties in accordance with the Highway Code and national School Crossing Patrol guidelines.
- Assess risks at the crossing site and report defects or issues to the Traffic Safety Team.
- Follow council policies, including Health and Safety procedures.
- Report any operational problems or difficulties promptly.
- Deliver services in line with the council's commitment to high-quality provision.
- Always work within the Council's Dignity for All Policy.

## Compliance

Ensure adherence to legal, regulatory, and policy requirements under GDPR, Health and Safety, Employee Code of Conduct and in your area of expertise by identifying opportunities and risks, and escalating issues as necessary.

# Person specification

Your application form needs to demonstrate how you fulfil the role's requirements. It is essential to address the criteria, as this will be used to evaluate your suitability for the position.

## Essential and desirable criteria

**Essential:** the basic requirements that must be met for someone to be considered for a particular job. These criteria are mandatory and cannot be negotiated. Essential criteria directly impact the core qualifications or skills necessary to perform the job effectively.

**Desirable:** the additional qualities, skills, or qualifications that would be advantageous for a candidate to possess but are not mandatory. Not meeting them does not automatically disqualify someone from consideration for the job. This also allows candidates who do not possess certain desirable criteria the opportunity to explain how their other knowledge, experience and skills relate to these and what they may be in the process of doing or willing to do to achieve these.

## Knowledge, experience, and skills

Point	Criteria description	Essential/desirable
1	Ability to communicate clear instructions to children.	Essential
2	Ability to take responsibility for the safety of children.	Essential
3	Ability to give clear instructions to motorists and report incidents.	Essential
4	Understanding and application of relevant Highway Code guidance.	Desirable
5	Punctuality and ability to work fixed operational hours.	Essential
6	Ability to work across different sites as required.	Essential
7	Ability to relate to children in a calm and confident manner.	Essential
8	Ability to administer first aid.	Desirable
9	Ability to work in all weather conditions.	Essential
10	Ability to wear and use issued uniform/equipment appropriately.	Essential
11	Ability to comply with 'Dignity for All' policy.	Essential
12	Willingness to undertake required training.	Essential

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## Our accreditations



Our accreditations include Disability Confident Leader, The Mayor's Good Work Standard, London Living Wage Employer, Stonewall Diversity Champion, and Employer with Heart.