



School Crossing Patrol - Candidate Pack

Job Description

The Mead School are looking for a School Crossing Patrol staff member. The purpose of the job is to ensure the safety of pedestrians crossing the road at a designated School Crossing Patrol site between specified times of day. Also, to ensure that traffic flows are not unnecessarily hindered whilst performing these duties.

Main Duties and Responsibilities:

- The post holder must carry out their duties in accordance with the KCC Policy and Guidance on Data Protection, Information Governance, Equal Opportunities and Diversity Policy Statement, Safeguarding and Child Protection, the Health and Safety Policy and the Service's requirements and standards. This includes ensuring the safeguarding and welfare of children, young people and vulnerable adults the employee is responsible for or comes into contact with, reporting any safeguarding concerns to the Designated Safeguarding Lead at the setting and to their line manager.
- To correctly use the uniform and equipment, in accordance with the legal requirement, to ensure the safety of themselves, pedestrians, and drivers, including hazard warning lights where provided.
- Maintain control over pedestrians who are awaiting instructions to cross the road at a designated school crossing site, ensuring that they do not enter the road before traffic has been halted.
- To ensure that pedestrians are safely on the footway before indicating to traffic to proceed.
- Report any problems with the operation of the patrol and/or the highway environment that may be deemed a risk to the safe operation of the School Crossing Patrol e.g. vegetation, potholes and obstructions (including temporary road works).
- Monitor any incidents and inappropriate behaviour at the site, reporting any issues as per Kent County Council's policy and procedures.
- To complete all practical on-site, online and attendance at facilitated training as required.
- This role is customer facing and KCC has a duty, under the Immigration Act 2016, to ensure that its employees in customer facing roles speak fluent English to an appropriate standard.

This job description is provided to assist the job holder to know what their main duties are. It may be amended from time to time without change to the level of responsibility appropriate to the grade of post.

Hours, Salary & Benefits

Hours: 7:45am to 8:45am, Monday to Friday, term time only.

Salary: £12.74 per hour

Benefits:

- Employer pension 5% - when threshold met
- Shopping discount card
- Access to the group's counselling scheme
- Personal accident at work cover

Application & Key Information

Applicants should complete the school's application form and submit by email to Mrs Michelle Coveney, School Business Manager, on manager@themeadschool.co.uk.

Applications can be made via our [online form](#)

Interviews will take place as candidates are reviewed and we reserve the right to close the process in advance of the final closing date should a suitable candidate be found.

The Mead School are committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers, reference and medical checks and the Disclosure and Barring Service.

Please note that in accordance with Keeping Children Safe in Education 2025, shortlisted candidates are required to declare any past convictions. Online searches will also be conducted on shortlisted applicants as part of our due diligence process.

Wishford Education is an equal opportunities employer and welcomes applications from all backgrounds. Appointments will be made solely on merit and will be made without regard to age, disability, gender, nationality, race, colour, ethnicity, or religion.