

School Crossing Patrol Officer (Relief)

Various Locations

At a glance:

Grade: A

Pay: As per advert

Allowances:

- Distant Islands Allowance

Job Purpose:

To assist school children to cross the road at an established crossing point.

For application support contact hrsupport@orkney.gov.uk or call 01856 873535 ext.2250

Benefits and Support

5.6 weeks statutory annual leave, inclusive of Public Holidays (pro-rata)	Comprehensive induction process
Potential to join Local Government Pension Scheme	Employee Assistance Programme

Main Duties and Responsibilities

Instructing and supervising children (and vulnerable adults) when it is safe to cross the road.
Reporting any problems or difficulties to the line manager or Education Service promptly.
Complying with the written procedures for School Crossing Patrol Officers.
The postholder will be required to work outdoors, exposed to all weathers.
The postholder will be required to deal with members of the public.

Responsibilities for All

Embody the Council Values of Accountable, Reliable, Considerate and Collaborative.	Participate in team meetings, 1 to 1s, supervision and good conversations process
Handle all information in confidence and in line with Data Protection requirements	Comply with the Council Employee Code of Conduct
Work safely to prevent risk to yourself and others	Comply with relevant professional body codes of practice/conduct
Ensure Equality, Diversity and Inclusion	Any other duties appropriate to your grade
Undertake mandatory and relevant training and development	Where required Support the Council's emergency response

Skills and Requirements

Must have

An understanding of Health and Safety issues.
Knowledge of Road Safety.
Experience of supervising and/or dealing with children.

Requirements of the Role

Disclosure/PVG:	PVG Children	Convictions to Declare:	All
Politically Restricted Post:	No	Sponsorship:	No