

General Patrol Job Description

POST: General Patrol

RESPONSIBLE TO: Principal, under the day to day management and leadership of the Student Services Manager

SALARY: SCP 8

LOCATION: Oasis Academy Mayfield

WORKING PATTERN: 32.5 hours per week - 39 weeks per year

DISCLOSURE LEVEL: Enhanced

JOB PURPOSE: To support the work of other Academy staff in ensuring students are in lessons when appropriate and moving around the site sensibly in accordance with the Academy's Code of Conduct. The post holder will join the Student Services Team who has responsibility for wide ranging tasks in support of the school's administrative functions and interface with the students.

SPECIFIC RESPONSIBILITIES:

- Patrol the Academy site and the immediate vicinity of the Academy to support punctuality to lessons and to eliminate truancy
- Challenge students out of lessons and return them to class if appropriate
- Support the procedures and pass systems for students out of class
- Support the on-call procedures and staff
- Collect and deliver work for students placed in the Academy's isolation unit
- Liaise with local residents during patrol to develop and sustain good community relations
- Ensure that the students are appropriately supervised during lunchtime and break time

- To supervise dining areas while students are eating and to be on duty in other areas of the Academy at lunchtime and break time.
- To ensure a calm and orderly environment while students are queuing for and eating food
- To encourage students to take responsibility for leaving the dining areas and other areas of the school used at lunchtime and break time in a clean condition
- Work in close liaison with the Teaching, Support and Catering staff on duty to secure a safe, orderly and clean environment for students, under the direction of the Principal or designated officer.
- Build good constructive relationships with students which engender respect for their delegated authority
- Ensure the Behavior Management Policy and Code of Conduct practices are followed including the use of rewards and sanctions
- Participate in training for the range of work undertaken by the Student Services Team including hospitality duties when required
- Undertake duties to support the range of work undertaken by the Student Services Team.

E. Safeguarding Children

Oasis Community Learning is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced CRB checks.

The person undertaking this role is expected to work within the policies, ethos and aims of the Academy and to carry out such other duties as may reasonably be assigned by the Principal. The postholder will be expected to have an agreed flexible working pattern to ensure that all relevant functions are fulfilled through direct dialogue with employees, contractors and community members.

The above responsibilities are subject to the general duties and responsibilities contained in the Statement of Conditions of Employment.

The duties of this post may vary from time to time without changing the general character of the post or level of responsibility entailed.

General Patrol Person Specification

Our Purpose

Oasis Academies exists to provide a rich and balanced educational environment which caters for the whole person - academically, vocationally, socially, morally, spiritually, physically, emotionally and environmentally. Our task is to serve our students as well as to provide a learning hub for the entire community. In this way we will raise aspirations, unlock potential and work to achieve excellence through encouraging a 'can do' culture which nurtures confident and competent people.

Oasis Community Learning Ethos

Our ethos is an expression of our character - it is a statement of who we are and therefore the lens through which we assess all we do. Our work is motivated and inspired by the life, message and example of Christ, which shapes and guides every aspect of each of our schools. This is foundational to our belief that all people are created and loved by God as equal and unique beings, and to our commitment to model inclusion and compassion throughout all the aspects of the life and culture of each Academy community.

For further information, please refer to the OCL Purpose, Ethos and Values document which accompanies this job description.

	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Literacy and Numeracy skills 	<ul style="list-style-type: none"> At least to GCSE or equivalent Current First Aid Qualifications
Experience, Skills and Knowledge	<ul style="list-style-type: none"> Experience within a workplace or other appropriate environment Experience of working effectively within a team Awareness of Academy's aims and ethos Calm and adaptable with an ability to work within a flexible and busy environment High expectations of behaviour and ability to challenge without confrontation Good interpersonal skills Calm and level headed with ability to cope in an emergency Good level of fitness and able to move quickly around the site Ability to work with confidential information in a discrete manner 	<ul style="list-style-type: none"> Experience of effectively working with the public and/or students Experience of working within a school environment or with young people Experience of using behaviour management strategies and techniques with young people Experience and or knowledge of child protection procedures Proficient in the use of e-mail and the internet Good organisational skills and ability to work independently
Personal Qualities	<ul style="list-style-type: none"> Commitment to safeguarding and promoting the welfare of children and young people. Willingness to undergo appropriate checks, including enhanced CRB checks. Motivation to work with children and young people Ability to form and maintain appropriate relationships and personal boundaries with children and young people Emotional resilience in working with challenging behaviors and attitudes to use of authority and maintaining discipline" Have a willingness to demonstrate commitment to the values and behaviours which flow from the Oasis ethos. 	