



# KING'S HOUSE SCHOOL

## RICHMOND

### King's House School

### School Traffic Patroller

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#### General Information

King's House School was founded in Richmond in 1946 and has been a boys' prep school from that time on. The school operates on three sites in or around King's Road, which is on the very pleasant setting of Richmond Hill. The Senior Department (for boys from Year 4 to Year 8) is at 68 King's Road, the Junior Department on its own site just down the hill, and the relatively new Nursery around the corner in Princes Road. The school also has extensive playing fields just over Chiswick Bridge.

Most boys join the school in the Nursery (which is co-ed) or Reception but there are small intakes at Years 3, 4 and 7. Boys stay until 13 when they move on to a wide range of day and boarding schools, a number each year gaining awards.

The Nursery Department operates from its own site in a recently acquired and carefully restored building. The youngest children, the Caterpillars, are based on the top floor and the Butterflies (the rising 4s) on the ground floor. There is a very positive, caring atmosphere to the Nursery Department and the ground floor has an area set aside for Music. The Nursery has its own dedicated staff but the school PE, French and Music staff help out with sessions each week.

The Junior Department (JD) is housed in two Victorian buildings which have been sensitively redesigned and linked to provide an exciting and stimulating environment for the pupils. There is a two-form entry with about forty boys in the year group. This number grows to about 48 in Year 3 with three forms. The class teachers deliver the vast majority of the curriculum but boys do have lessons with specialist teachers for Music, French and PE and Games (at the playing fields) and in some years, ICT. All boys take swimming lessons at a local pool and Years 2 and 3 use the Senior Department (SD) facilities for some subjects.

Boys join the Senior Department for Year 4. This is the original school site and has been developed substantially since then. It is deceptively large area which includes the school's theatre, a recently-refurbished library, gym, AstroTurf pitch, two ICT rooms, two Science laboratories and a Music area. The boys are taught in three groups (or sets in some years) up until Year 8 with increasing exposure to subject specialist teachers, who will teach a range of year groups and sometimes more than one subject. The curriculum the boys follow prepares them for Common Entrance or Scholarship at the end of Year 8.

Throughout their time at King's House, the boys are encouraged to take part in art, drama, music and sporting activities. There are productions every year for all year groups, concert and other performance opportunities for music, and numerous games fixtures and other sporting activities. There are also numerous outings for all year groups and residential trips as the boys get older. Overall, King's House



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offers its pupils a broad and balanced curriculum and prepares them well for their transition on to their next school.

## **Working at King's House**

Staff at King's House are expected to show a commitment to the school and its ethos. The school has its own salary structure, and staff are automatically enrolled in the Group Pension Scheme for non-teaching staff. Staff benefit from a programme of professional development which includes appraisal and in-service training courses delivered by school staff or externally.

## **Safeguarding**

King's House School is committed to safeguarding and promoting the welfare of children and expects all staff and volunteers to share this commitment. Applicants must be willing to undergo the child protection screening appropriate to the post, including checks with the Disclosure and Barring Service and references from previous employers

Staff must be aware of the systems within the School which support safeguarding and must act in accordance with the School's Safeguarding & Child Protection policy and Code of Conduct. Staff will receive appropriate child protection training which is regularly updated.

## **How to Apply**

Please send your completed application form and a covering letter (not to exceed 2 sides of A4) outlining your skills and experience to Will Cullen, HR Manager at King's House School, 68 King's Road, Richmond, TW10 6ES as soon as possible. Alternatively, please email your application to [recruitment@kingshouseschool.org](mailto:recruitment@kingshouseschool.org).



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### **The Post**

#### **School Traffic Patroller**

Following a review of the traffic and parking issues on King's Road and Prince's Road at drop-off and pick-up times, King's House School has decided to deploy a School Traffic Patroller at each end of the school day to protect the safety of our pupils. Although the hours required will be 07.30 – 09.00 and 15:00 – 17:00 Monday to Friday during term time, we would ideally be looking for the School Traffic Patroller to be flexible based on the needs of the School.

The School Traffic Patroller is representing the School and is expected to follow the ethos and guidance of the School in providing a service to pupils, parents and neighbours outside the School. The key function of the role is to ensure the safety of children and parents outside the School, in crossing King's Road, and to mitigate bad driving and parking practices at the start and end of the school day.

#### **The main duties of the role include:**

- To assist children and parents crossing the road safely at agreed sites outside the School premises on King's Road.
- Monitor the traffic and parking on Prince's Road and King's Road.
- To control children on the pavement who are waiting to cross the road.
- To comply with all health and safety guidelines and be aware of the risk assessment for the sites and the safe operation of the patrol.
- To inform their line manager of any circumstances which affect the safe operation of the site.
- To prevent cars from stopping or parking on the School zig-zag lines outside the school premises on King's Road.
- To take a note of all relevant details of vehicles who ignore or disobey the School Traffic Patroller and refer these to their line manager.
- To reinforce road safety messages and safe crossing behaviour with the children who are crossing the road.
- To notify their line manager in advance of any absence from duty.

#### **Person Specification**

- An ability to relate to staff and parents
- Friendly manner
- A flexible approach to work