Brentside High School

Job Description

Post: School Safety Officer

Reporting to: Member of Senior Leadership Team

Job Description:

The school safety officer will work with staff, students and parents to ensure good behaviour and a safe environment. The role will involve a high level of co-operation in responding to the needs of the school community.

Core responsibilities will include:

1. Working with school staff and others to create and maintain a safe school environment
2. Promoting good behaviour through working with individuals and through the enforcement of the behaviour policy
3. Providing a visible and accessible presence around the school site
4. Patrolling the school grounds to ensure the school is secure
5. Providing a highly visible presence at the school gates at appropriate times during the school day.

Specific Responsibilities

1. Investigating incidents and searching students as appropriate
2. Monitoring CCTV and investigating incidents of vandalism and poor behaviour
3. Supporting those students at high risk of becoming involved in anti social behaviour
4. Motivating and relating well with students, in particular those identified as at high risk of exclusion or involved in anti-social behaviour
5. Monitoring students behaviour and taking a positive role in corridor control, making appropriate intervention to support teaching staff
6. Collecting data to enable the school to effectively control anti-social behaviour, victimisation and bullying within the school community
7. Working to identify and support those students who are persistently late or at risk of truanting
8. Working with students who have been excluded from school in their homes
9. Working with students in the school's Inclusion Room
10. Any task commensurate with the position as required by line manager of senior leaders.

Selection Criteria

1. To be an effective communicator both orally and in written forms
2. To have the experience, personality and sense of humour to work effectively with young people aged 11-19
3. An understanding of inner city education
4. A commitment to the vision, aims and objectives of Brentside High School
5. An acceptance of flexible working as appropriate by negotiation with the post holder's line manager
6. To demonstrate the ability to work with minimum supervision
7. To be punctual, trustworthy and honest
8. To be able to work as part of a team
9. The ability to maintain confidentiality
10. Keyboard skills.