

Passenger Assistant Vacancy

To support the continued development of the Knockhall Academy transport service, we are looking to recruit a Passenger Assistant to accompany pupils to and from school. This role will involve working in partnership with the driver to ensure the safe and comfortable transport of primary aged children.

The successful applicant will be expected to engage with the relatives and carers of Knockhall pupils as well as developing a strong relationship with school staff.

Whilst communication skills will be crucial and having had a care background, either through a previous role or personal experience, would be advantageous, it is more important that the applicant demonstrates a strong personality and a caring attitude towards the children.

Go-Coach are offering a competitive wage for this part-time role, working between 18 – 24 hours per week, Monday – Friday.

Your hours will be on a split shift rota, operating between 07:00 – 09:00 AM, and 14:30 – 16:30 PM term time only.

An enhanced DBS check will be carried out on the successful applicant.

Job responsibilities include:

- ☑ The safety, welfare and proper conduct of the children in accordance with their individual needs.
- ☑ Assist children at the beginning and end of their journeys on and off the vehicle.
- ☑ To supervise the behaviour of children and seating and securing of the children
- ☑ Act as a first point of contact with the passenger's assistant between the children, parents and carers and school staff.
- ☑ To understand, and if necessary, cope with feelings of the children's relatives.
- ☑ To understand and respect the children's privacy, dignity and confidentiality.
- ☑ To ensure as far as reasonably practicable, observance and adherence to the provisions of Health and Safety at Work Act.
- ☑ Ensure that services are provided in accordance with company standards and objectives of quality assurance.

Applications should be made in writing to **Robin Hyde, Go-Coach Hire, Block 10 Vestry Trading Estate, Vestry Road, Sevenoaks, Kent. TN14 5EL.**

Or by Email to robin.hyde@go-coach.co.uk