

**DESERT SANDS UNIFIED SCHOOL DISTRICT**  
**Classified Personnel Services**

**Classification:**

**School Site Monitor**

**Salary Range:\$12.00 per hour**

**Employment Category:**

**FLSA Designation: Non-Exempt**

**Job Summary:**

Under the direction of an assigned supervisor, assist in the care and supervision of students.

**Essential Job Functions:**

- **Assist** in the care and supervision of students at an assigned school site or other learning environment.
- **Directs** students during the access and egress of the school grounds; ensures their safety during the process; directs and monitors a safe flow of traffic in and around the drop-off/pick-up zones; maintains order in the zones for drop-off and pick-up before and after school; safely directs vehicular traffic and pedestrians around any hazards.
- **Assures** the health and safety of students by following established practices and procedures; maintain environment in a safe, orderly and clean manner; perform light housekeeping duties including washing dishes, clearing lunch tables.
- **Oversee** groups of students in games and play activities; assure safe outdoor play prior to the start of school, recess, and lunch; accompany students on field trips as assigned; and /or eating areas; administer basic first aid as needed.
- **Recognizes** and advises site administration of any situation or condition that might pose a threat to the health, safety and/or well-being of students.
- **Assesses** playground for safety and condition of equipment and reports concerns to administration.
- **Evaluates** student injuries, determines course of action, performs minor first aid and completes required paperwork in compliance with site procedures.

**Other Job Functions:**

- **Attend** and participate in a variety of in-service trainings, staff meetings and childcare center functions.
- **Perform** related duties as assigned.

**Essential Job Requirements - Qualifications:**

- **Skills, Knowledge and/or Abilities Required:** Basic principals and practices of early child development including proper care and discipline. Child guidance principles and practices; safe practices in classroom and playground activities; classroom procedures and appropriate child conduct; operation of standard office and classroom equipment; oral and written communication skills; interpersonal skills using tact, patience and courtesy; basic record-keeping techniques. Ability to provide quality child care and a safe environment for children in an assigned child care center or other learning environment; understand and follow oral and written directions; establish and maintain cooperative and effective working relationships with others; communicate effectively both orally and in writing; monitor, observe and report student behavior and progress according to approved policies and procedures; observe health and safety regulations; perform clerical duties related to classroom activities; maintain routine records; learn first aid and CPR techniques.
- **Physical Requirements:** Dexterity of hands and fingers to operate classroom equipment and playground equipment; sitting or standing for extended periods of time; bending at the waist, kneeling or crouching to assist children; occasional running and jumping, and reaching in all directions; specific vision abilities required by this job include close vision, distance vision, ability to adjust focus and peripheral vision; ability to read a variety of materials and monitor child activities; hearing and speaking to provide guidance to students and to communicate with staff; have the ability to occasionally lift up to 45 pounds; frequently lift up to 20 plus pounds and constantly lift a minimum of 5 pounds.
- **Work Environment:** Employees must be physically able to work outside throughout the year. Employees in this classification also work inside with exposure to minor contagious illnesses (colds, flu, etc.), in direct contact with the public and other district staff. May require exposure to extreme weather conditions for moderate periods of time, including wind and high temperatures. Other atmospheric conditions include: wet/humid, contact with water or other liquids, cleaning items, washing hands.
- **Hazards:** Potential for contact with blood and other body fluids.

**Education and Training Required:** High School graduate or equivalent preferred.

**Licenses, Certifications, Bonding, and/or Testing Required:**

- Fingerprint/criminal justice clearance.
- Tuberculosis clearance.
- Valid First Aid and CPR Certificate issued by an authorized agency within six months of employment.

Board Approved: June 12, 2018