

Palm Springs Unified School District

Supervision Aide



PALM SPRINGS UNIFIED SCHOOL DISTRICT CLASS SPECIFICATION

Palm Springs, California 4219.410

SUPERVISION AIDE

SUMMARY

Under immediate supervision, to supervise students during the noon lunch period, nutrition break, in restrooms, in crossing streets, or while waiting for school buses; to assist in the security and protection of all students, staff and property, by protecting students and staff from harm and school property from loss or damage covered by anti-social acts.

TYPICAL TASKS

1. Supervises students during the lunch period in the cafeteria, restrooms and on the school grounds.
2. Patrols school grounds, buildings and restrooms to prevent vandalism to ensure adequate security.
3. Supervises students during recess, crossing streets, before and after school, or going to bus stops and while at bus stops.
4. Reports special behavior problems.
5. Encourages and promotes courtesy among students.
6. Observes that safety rules are obeyed.
7. Provides learning experiences while students are being supervised.
8. May relieve school secretary for lunch if necessary.

NECESSARY KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of the basic principles of first aid.
Knowledge of standards of courtesy to be observed by students.
Ability to supervise students at lunch and/or during free time.
Ability to follow policies and instructions.
Ability to maintain interest, order, and discipline among students.

DESIRABLE EXPERIENCE AND TRAINING

Any combination of experience and training which would indicate possession of the knowledge, skills and abilities listed above. An example of an acceptable combination is:
Some experience in dealing with young people of school age.

SUPERVISOR

Principal

BARGAINING UNIT

Exempt for Classified Service

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