

**JOB TITLE:** ***YARD SUPERVISOR/CROSSING GUARD***

**JOB SUMMARY:**

To monitor and supervise students at meal and recess times to ensure their health and safety and to exercise responsibility for their conduct. All members of your staff are part of our learning community and, as such, share responsibility for the education and well-being of our students.

**SUPERVISOR:** Principal

**MAJOR RESPONSIBILITIES INCLUDE THE FOLLOWING:**

1. Maintains the safety and order of students within assigned areas such as hallways, rest rooms, playgrounds, crosswalks, streets, sidewalks, on or near the school.
2. Monitors students play/recreational activities, ensuring school rules are followed.
3. Regularly inspects assigned areas for unsafe conditions and refers potential hazards to Principal.
4. Anticipates and intervenes to prevent situations that may cause accidents or endanger students' welfare or safety.
5. Follows established procedures in case of accident, injury or illness.
6. Maintains discipline consistent with assigned areas.
7. Issues discipline consistent with assigned area.
8. Issues written acknowledgement of good behavior.
9. Monitors the proper use of all playground equipment.
10. Intervenes and resolves student disputes.
11. Directs non-students off school grounds.
12. Directs parents and visitors to the proper office or classroom.
13. Performs other duties similar to the above in scope and function as required.

**EMPLOYMENT STANDARDS:**

**Knowledge of:**

- Age appropriate methods of tutoring and motivating students;
- Use of proper English and grammar.

**Ability to:**

- Maintain firm, but patient and courteous attitude toward students;
- Learn District and school policies related to the conduct, safety and welfare of students in assigned areas;

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- Communicate tactfully and effectively with children;
- Understand and follow both oral and written instructions;
- Effectively supervise students on school playgrounds and other areas as assigned;
- Exercise tact, diplomacy, and good judgment in dealing with students;
- Establish and maintain effective work relationships with those contacted in the performance of required duties.
- Maintain positive relationships with staff, students, and community.

**EXPERIENCE:**

- Graduation from high school (or equivalent); preferably some college training in safety.

**EDUCATION:**

- Experience in safety/security and first aid related fields is highly desirable.

**MEDICAL CATEGORY II**

Light Physical Effort

1. Normally located in a work environment with light physical qualifications and requirements.
2. Required to perform duties outdoors throughout the school year.
3. Ability to lift 25 lbs. maximum or carrying any object weighing up to 15 lbs.