

YARD DUTY AIDE

DESCRIPTION

The Yard Duty Aide supervises students on the playground. The primary purpose is to ensure safe and appropriate student behavior and to supervise student activities.

MINIMUM QUALIFICATIONS

The Yard Duty Aide position requires the ability to:

- Be patient and firm while enforcing the school rules
- Recognize, prevent, and intervene in unsafe situations on the playground
- Help students resolve conflicts that may occasionally occur during recess
- Develop and maintain effective and cooperative relationships with students, parents, and staff
- Comply with schedules and meet deadlines
- Pass required background checks and clearances
- Have First Aid and C.P.R. Certificate

DUTIES

- Lock and unlock the ball shed and assist with checking out equipment
- Intercept non-students on campus and direct them to sign in at the office. Notify the site administrator if any visitor fails to comply
- Observe the playground to intervene in unsafe situations that may be developing
- Assist students with conflict resolution when disputes arise
- Provide direction to students regarding playground and school rules
- Supervise students to maintain a safe playground environment according to district policies and procedures
- Complete discipline and accident reports when appropriate
- Administer first aid and CPR if needed
- Notify police, fire department, or ambulance when necessary
- Participates in staff development as required

The above statements are intended to describe the general nature of work being performed. They are not intended to be an exhaustive list of all duties and responsibilities.

WORKING CONDITIONS

- Weather: Exposure to hot, cold, wet, snowy, humid or windy conditions.
- Heat: Exposure to non-weather hot temperatures
- Noise: exposure to constant or intermittent sounds of a pitch and level sufficient to cause marked distraction. Rating 3-4
- Atmospheric Conditions: Exposure to conditions, such as chemical fumes, noxious odors, dust, mist, gases, poor ventilation that affect the respiratory system, the eyes, or the skin
- Hazards: moving equipment, electrical shock if audio/visual equipment is used, high, exposed places, radiant energy, explosives (such as gasoline), cleaning solvents

PHYSICAL ACTIVITIES REQUIRED										
Standing	Sitting	Walking	Bending	Stooping	Climbing	Kneeling	Pushing	Twisting	Reaching	Crawling
D/F	D/F	D/F	D/F	D/F	D/O	D/O	D/F	D/F	D/F	W/F

LIFTING					
	Size of Object	To and From Ground Level	To and From Waist Level	To and From Chest Level	To and From Shoulder Level and Above
#0-10		D/F	D/O	W/O	W/O
#11-20		D/F	D/O	W/O	W/O
#21-50		D/O	D/O	W/O	W/O
#51-100		W/O	W/O	O/R	O/N
#100-125		O/R	O/R	O/N	O/N

CARRYING				
	Distance Carried	Frequency Carried	Method	Height Object
#0-10	200'	D/F	Hand held	Waist level
#11-20	200'	D/F	Hand held	Waist level
#21-50	100'	D/F	Hand held	Waist level
#50-100	200'	W/O	Cart	-
#100-125	4'	O/R	On and off cart	-

Key:

Frequency	Percentage of Frequency
D Daily	N Not performed at all
W Once a week	R Rarely
M Once a month	O Occasionally
O Other	F Frequently
	C Continuously

Salary Range:

Range A on the Classified Salary Schedule

Employment Period:

180 days per year, based on the school calendar