

TORRANCE UNIFIED SCHOOL DISTRICT

CLASS TITLE: NOON AIDE

BASIC FUNCTION:

Under direct supervision of the building administrator, to supervise the students in all areas of the campus during the noon hours; and to do other work as required.

REPRESENTATIVE DUTIES:

Supervises cafeterias, lunchrooms, and eating areas; supervises the physical plant including hallways, walkways, and restrooms; supervises all playground areas; supervises school-developed intramural activities; has knowledge of proper health and safety practices; has knowledge of rules, regulations, and interpretation of playground games and activities; maintains firm, respectful, consistent, and courteous control of students; maintains constant communication with school administrator.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Methods and practices of playground supervision
Rules and regulations of playground activities
Physical limitations of age groups in various activities
Health and safety aspects of playground supervision

ABILITY TO:

Supervise assigned campus areas.
Establish and maintain cooperative working relations with students, teachers, administrators, and parents.
Understand and follow oral and written instructions.
Be consistent in application of school and district policies.
Complete and understand simple forms and records.
Instruct simple playground activities.

PHYSICAL DEXTERITY:

To be free from physical ailments that will limit supervisory ability.
Able to demonstrate proper use of playground equipment.

EXPERIENCE

Working with, coordinating, or leading group activities is desirable.

EDUCATION

Completion of high school
Completion of First Aid course

OTHER REQUIREMENTS

Further examination for this Class is waived pursuant to Personnel Commission Rule 6.2.10 for incumbent classified employees of the District.