

LAS LOMITAS ELEMENTARY SCHOOL DISTRICT

JOB DESCRIPTION

PLAYGROUND MONITOR

BASIC FUNCTION:

Under the direction of the Principal or Assistant Principal, provide supervision for students before or after school, during the recess or lunch periods; monitor designated areas on an assigned school campus in accordance with organizational and school policy.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Supervise children on the playground, before or after school, during recess and lunch periods.
- Maintain order and proper discipline on the playground, in the halls or at other campus locations as assigned.
- Assist students in the resolution of problems arising on the playground
- Monitor and direct student activities in lunch areas, classrooms on rainy days, play areas, restrooms and in areas adjacent to the school buildings.
- Set-up and take down playground equipment; lock and unlock storage bins.
- Inspect, review and monitor campus to deter and prevent inappropriate behaviors and eliminate potential safety hazards.
- Maintain appropriate student behavior according to established policies and procedures; advise students and others regarding violation of rules and regulations.
- Report inappropriate student behavior and complete disciplinary and accident reports.
- Assist ill or injured students or students; administer basic first aid necessary; request for emergency medical services as needed.
- Communicate with administrators, teachers, personnel and students to, resolve issues and conflicts and exchange information.

OTHER DUTIES:

- Perform related duties as assigned.
- Assist with clerical duties as assigned.

REQUIRED QUALIFICATIONS:

Education and Experience:

- Any combination equivalent to: graduation from high school and sufficient training and experience to demonstrate the knowledge and abilities listed above.

Knowledge of:

- Behavior modification and conflict resolution strategies and techniques.
- Policies, rules and regulations concerning appropriate student behavior.
- Oral and written communication skills.
- Interpersonal skills using tact, patience and courtesy.
- Typical playground games and activities.
- Organizational and school emergency procedures including fire drills, intruder on campus and others.
- Basic first aid.

Ability to:

Playground Monitor

- Monitor designated areas on an assigned school campus in accordance with organizational and school policy.
- Inspect, review and monitor campus to deter and prevent inappropriate behaviors and eliminate potential safety hazards.
- Enforce campus rules and regulations.
- Communicate effectively both orally and in writing.
- Understand and follow oral and written instructions.
- Establish and maintain cooperative and effective working relationships with others.
- Monitor students and respond to situations in a quick and timely manner.

WORKING CONDITIONS:

Work Environment:

- Outdoor Environment.

Physical Demands: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

- Standing and walking for extended periods of time.
- Seeing to monitor student activities.
- Hearing and speaking to exchange information.
- Bending at the waist, kneeling or crouching to assist students.
- Reaching overhead, above the shoulders and horizontally to reach playground equipment or supplies.

The information contained in this job description is for compliance with the Americans with Disabilities Act (A.D.A.) and is not an exhaustive list of the duties performed.

Board Approved: 2/9/05, 2/14/18

FLSA Status: Non Exempt