



RANDOLPH TOWNSHIP SCHOOLS
25 SCHOOL HOUSE ROAD, RANDOLPH, NJ 07869

JOB DESCRIPTION

TITLE:

Recess Aide – Elementary

REPORTS TO:

Principal

QUALIFICATIONS:

Must nurture positive relationships with students and staff.

GENERAL DESCRIPTION:

The Recess Aide is a part-time hourly staff member assigned to supervise students, both indoors and outdoors, during the recess period.

RESPONSIBILITIES MAY INCLUDE, BUT ARE NOT LIMITED TO:

1. Supervises pupils moving to and from the recess area.
2. Supervises student interactions.
3. Reports all pupil injuries to the teacher and/or school nurse.
4. Supervises the collection and storage of any playground supplies that pupils have used during recess.
5. Checks the area for clothes, books, and lunchboxes left at the end of the recess period.
6. Perform such other tasks and assume such other responsibilities as assigned by the Principal.

WORK YEAR: 10 – month position.

DATE APPROVED:

February 19, 2013

BY:

Board of Education