

MERCED CITY SCHOOL DISTRICT

CLASS TITLE: DETENTION SUPERVISOR

BASIC FUNCTION:

Under the direction of a Principal and/or Vice Principal, oversee the conduct of students while in the detention room.

REPRESENTATIVE DUTIES:

Supervise students assigned to the detention area with attention to the health, safety and conduct of students. *E*

Assist students to understand assignments of the classroom teacher. *E*

Maintain a firm but respectful and courteous attitude toward students. *E*

Keep records related to detention area activities. *E*

Assist in arranging room environment.

Perform other tasks in connection with the detention center as assigned by the Principal and/or Vice Principal.

Adhere to federal and State regulations, Board policies and related administrative regulations which pertain to the particular assignment.

Perform related duties as assigned.

The employee is to adhere to federal and state regulations, Board policies, and related administrative regulations which pertain to the particular assignment.

The Detention Supervisor works under the direct supervision of the principal and/or assistant principal. Exercises no supervision.

MINIMUM QUALIFICATIONS:

KNOWLEDGE OF:

Basic awareness of school activities and techniques in working with children.

ABILITY TO:

Relate and work well with children.

Organize detention activities with a minimum of supervision.

Establish warm and friendly relationships with students and staff.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: graduation from high school.

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WORKING CONDITIONS:

ENVIRONMENT:

In-House suspension classroom; exposure to anti-social behavior.

PHYSICAL ABILITIES:

and Seeing to monitor student behavior during classroom in-house suspension; hearing speaking to exchange information with students and instructors related to classroom assignments; sitting for extended periods of time.

Legal Reference: California Education Code, Sections 45103, 45109

Policy Adopted: September 7, 1982

Policy Revised: April 4, 1995

