

Crossing Guard/Lunch Duty/Playground Supervisor are responsible for providing safety to children in cross walk areas, school grounds and in lunchrooms. Duties include: ensuring safety of children; escorting students to and from classrooms; delivering messages from parents or teachers; assisting students and adults to safely cross streets; assisting students in the lunchroom; managing the bike rack area; managing street signs; enforcing school and crosswalk rules; enforcing school policies; supervising and supporting with clean-up of lunchroom; organizing playground games; ensuring safe playground behavior; and, ensuring that no strangers come on to school property .

Chain of Command

The Crossing Guard/Lunch Duty/Playground Supervisor reports to the Principal of the school.

Competencies of the Crossing Guard/Lunch Duty/Playground Supervisor

- Strong verbal communications skills
- Strong organizational and time management skills
- Flexible team player who is time and task oriented
- Patient and student-centered

Essential Duties of the Crossing Guard/Lunch Duty/Playground Supervisor

- Collaborate with school administrative teams and teachers to support recess activities for students.
- Stands watch for suspicious persons around school property and adjacent zones.
- Assist and supervise students in the lunchroom/playground.
- Communicate effectively with appropriate staff members.
- Assist students and adults in crossing streets in marked school zone crosswalks
- Enforces school and crosswalk rules to include making sure students follow rules safely
- Monitors street signs to include ensuring that street signs are brought in and locked up at the end of the day.
- Support teachers with implementation of school-wide behavior support system.
- Facilitate communication between students and help resolve conflict.
- Enforces school policies in lunch/recess areas, ensures safe student behavior.
- Other duties as assigned.

Minimum Qualifications

High School Diploma or GED

Revised

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