

## PLAYGROUND SUPERVISOR

### Qualifications

1. An adult, preferably a teacher
2. Ability to work with children
3. First aid certification preferred
4. Physically able to meet needs of the job
5. Health is sufficient for job demands

### Responsibilities:

1. Must be on duty when students are to be on the playground.
2. Know and enforce the various rules and guidelines for the playground. (Boundaries, behavior expectations, equipment use rules, etc.)
3. Report all serious discipline situations to the building principal.
4. Enforce established routine for getting injured students to the school's medical person, and following recess, complete any required paperwork for injured students.
5. Supervise entire area using both visual observation and movement to all areas.
6. Help present expectations for playground and proper use of equipment at the opening of the school year.
7. Inspect equipment and grounds daily for any dangerous items or needed repairs and report any problems immediately to the principal.
8. Supervise proper assembly of students and entrance into the building at the end of the recess.
9. Complete necessary paperwork and submit paperwork as required for payroll.
10. Supervise students while they participate in indoor activities in their classrooms during indoor recess days.

### Time Requirements

1. Works 180 days school is in session, 6 paid holidays, approximately 1/2 hour daily

### Evaluation

1. A formal evaluation will be done at least once a year by the building principal.
2. Failure to properly supervise or attend to students may cause immediate dismissal.

9/96