

Special Education Aide/Attendant

Qualifications:

1. (A) completed at least 2 years of study at an institution of higher learning; (b) obtained an associate's or higher degree, or (c) met a rigorous standard of quality and can demonstrate, through a formal State or local academic assessment. Previous training may be required to meet the needs of individual students as specified within the IEP
2. Training in crisis management/behavior management
3. Eligible for educational aide certification with Highly Qualified status
4. Ability to maintain confidentiality
5. Must be physically able to provide services as specified within the IEP
6. Professionalism and positive relations with others
7. Knowledge of characteristics of students with autism and multiple disabilities

Responsibilities:

1. Assist the teacher and provide for the educational, physical, and medical-related care of students with handicaps of all categories. Duties may include, but are not limited to, the following:
 - a. follow requirements of the IEP including all daily care needs
 - b. follow classroom and school procedures
 - c. follow the IEP and/or school procedures for crisis and behavior management
 - d. promote the safety of the student
 - e. promote independence in school work, in personal needs, and in working within the school environment
 - f. consult with teacher to provide concise and accurate communications including record keeping as deemed necessary
 - g. monitor medications and seizure activity, plus post-seizure care if needed
 - h. provide for assistance with daily care needs, including diaper changes and special feeding as indicated.
 - i. ability to lift/transfer students as needed
 - j. implement activities as directed by teacher(s) or therapists to support sensory and learning needs of the student(s)
 - k. other duties as assigned by the teacher(s), principal or administrator

Evaluation of performance completed annually by administrator with input from teacher(s)