

## **LUNCHROOM/PLAYGROUND SUPERVISOR**

### **JOB GOALS:**

To enable students, through meaningful adult leadership, to enjoy group interaction and physical exercise which are integral part of the District 76 educational program. To establish and maintain a calm and pleasant atmosphere in the cafeteria so that students may enjoy their mealtime.

**REPORTS TO:** Building Principal

### **QUALIFICATIONS:**

1. Any necessary licensure, certification requirements set by the State.
2. Demonstrated aptitude or competence for assigned responsibilities.
3. Such other qualifications as the Superintendent and Board may deem appropriate.

### **PERFORMANCE RESPONSIBILITIES:**

1. Organize students into orderly lines for getting served and see that they go to assigned tables.
2. Assist younger students with use of utensils.
3. Organize students for orderly disposal of food waste, trays, and utensils.
4. Organize students for orderly dismissal from the lunchroom after a minimum of 15 minutes eating time.
5. Circulate among tables during the meal period so as to be available to help children who need help and to resolve any minor problems that arise.
6. Lead students in an orderly manner to the playground or classroom, depending upon weather conditions.
7. Report any unsafe conditions or circumstances immediately to the building administrator.
8. Supervise children during free play while on playground or in the classrooms and maintain a harmonious atmosphere at all times.
9. Instruct children on proper playground equipment use; enforce rules of safe use of equipment.
10. Enforce safe playground rules and remove students from play who do not observe safe play.
11. Inform appropriate teachers, as soon as possible, of any serious infractions of disciplinary rules by students.
12. Perform such activities intended to reduce the district's risk of liability. All of the playground supervisor's time will be spent on these activities.
13. Other duties as assigned by the administration.

**TERMS OF EMPLOYMENT:** Wages and work year are established in the contract agreement between the CCSSPA and the Board of Education

**EVALUATION:** Performance of this job will be evaluated in accordance with provisions of the Board's policy on Evaluation of Support Services Personnel.