



Sulphur Springs Union School District

Serving Grades - K – 6



27000 Weyerhaeuser Way, Santa Clarita, CA 91351 661-252-5131 www.sssd.k12.ca.us

Canyon Springs Community School
Leona Cox Community School
Pinetree Community School

Fair Oaks Ranch Community School
Mint Canyon Community School
Sulphur Springs Community School

Golden Oak Community School
Mitchell Community School
Valley View Community School

NOON SUPERVISOR

BASIC FUNCTION

Under general supervision, to supervise the activities of children during their lunch period or at other designated times, and to do other related work as required.

EXAMPLES OF DUTIES

Supervises children in an assigned area, guiding activities such as eating, playing, and use of restrooms; directs play activities and the use of play equipment; assists in establishing and maintaining a pleasant environment for recreation; reports cases of unusual behavior or other problems; assumes responsibility for the safety of children; observes and reports safety hazards; and prevents children from engaging in unsafe activities.

KNOWLEDGE OF ABILITIES

Knowledge of:

General needs and behavior of school-age children.
Basic first aide.

Ability to:

Understand and attend to the physical, social and emotional needs of young children.
Possess a genuine liking for young children.
Supervise and participate in the activities and play of children.
Understand and follow oral and written instructions.
Establish and maintain cooperative and harmonious relationships with young children and adults.
Communicate with students and motivate them to participate in activities of play.
Encourage and motivate children with varying abilities.
Learn to reinforce character traits.
Learn and adapt to new procedures and conditions.
Recognize hazards to safety.
Learn laws, rules, practices, and procedures related to public education and student supervision training.

EDUCATION AND EXPERIENCE

Education:

Education equivalent to graduation from eighth grade.

Experience:

None required. Experience in organizing and participating in group social and recreational activities of young children is highly desirable.

CERTIFICATE REQUIRED

Possession of at least a valid standard First Aid Certificate or secure a certificate issued by the American Red Cross no later than six (6) months after the date of employment.

PHYSICAL ABILITIES AND WORKING CONDITIONS OF EMPLOYMENT

The Physical Abilities and Other Conditions of Employment and the Associated Tasks listed in this section are representative of, but are not intended to provide an exhaustive list of Physical Abilities and Other Conditions of Employment and Associated Tasks, which may be required of positions in this class. Sulphur Springs Union School District encourages persons with disabilities who are interested in employment in this class and need reasonable accommodation of those disabilities to contact the Personnel Department for further information.

PHYSICAL DEMANDS ASSOCIATED TASKS

Vision: (which may be corrected)

Read normal print
Use peripheral vision
Ability to see at a distance

To perform tasks such as to:
Read handwritten or typed documents
Supervise playground activities
Monitor supervision zones

Hearing: (which may be corrected)

Hear sounds which warn of potential danger

To perform tasks such as to:
Supervise students and respond to emergencies, hear students cry or scream, respond to radio communication

Speech:

Speak with a level of proficiency and volume to be understood in face-to-face public contact
Speak with a level of proficiency and volume to be on a playground

To perform tasks such as to:
Communicate with staff and students

Reinforce playground expectations, understood communicate on radio and talk to groups of students

Upper Body Mobility:

Use hands and fingers to feel, grasp, and manipulate small objects, manipulate fingers, twist and bend hands at wrist and elbow, extend arms to reach outward and upward, use hands and arms to lift objects
Turn, raise, and lower head, twist and bend at torso

To perform tasks such as to:
Writing on clipboard, opening bottles, juice boxes, tying shoes, etc.

Retrieve items from low/high areas, pick up playground equipment (i.e. balls, bean bags, jump ropes), supervising students, opening doors while assisting with valet services

Lower Body Mobility:

Walk on uneven terrain

Walk on even surfaces

Climb stairs
waist
Stoop

Stand for prolonged periods of time

To perform tasks such as to:
Supervise students on playground, blacktop, cement, sand, turf, grass, etc.
Supervise students on playground and in a classroom setting; step up and over objects
Walk to classrooms; follow disaster plan
Bend at waist
Pick up equipment; assist children at tables
Assist students to tie shoes; clean spills;
assist student who has fallen to get up
Circulate throughout cafeteria, classrooms and playground supervision zones

Strength:

To lift, and/or carry objects which weigh as much as 10 pounds on a regular basis
To lift and/or carry objects which weigh as much as 40 pounds on an occasional basis

To perform tasks such as to:
Lift clipboard, small food items, playground equipment, student backpacks
Lift, carry, or move equipment (i.e. single bench, chair, etc.)

Environmental Requirements:

Work around dirt/dust, wind, auto exhaust

Work in all weather conditions

Work cooperatively with others

Work inside

Mental Requirement:

Read, write, understand, interpret, and apply

and process information quickly

Learn quickly and follow verbal procedures

Listen

Demonstrate

Give verbal instruction

To perform tasks such as to:

Supervise students outdoors and assist with valet services

Supervise playground in direct sunlight, fog, mist, shade, heat (based on Heat Index), etc.

Coordinate activities and communication with staff

Supervise indoor activities

To perform tasks such as to:

Read and understand employee handbooks, memos, and informational documents Judgment

Make quick decisions to work safely and effectively with students

Follow spontaneous instructions; follow instructions in emergency; follow child abuse reporting procedures

Understand student questions

Model character traits

Instruct and supervise students

The Sulphur Springs School district does not discriminate in employment on the basis of sex, creed, or national origin. In accordance with INS regulation, individuals employed by this district will be required to provide verification of legal residency in the United States by completing "Employment Verification Form" (Form I-9)

Adopted by The Board of Trustees, June 10, 2015.