

SCHOOL CHAPERONE

DISTINGUISHING FEATURES OF THE CLASS:

This work involves responsibility for the routine supervision and care of school-age children as well as the maintenance of order and discipline in a school. Incumbents work sporadically to provide supervision at school events such as dances, concerts, and field trips.

TYPICAL WORK ACTIVITIES:

1. Maintains order at school functions, either in classrooms while students are waiting for performance time, or at dances or on field trips;
- 2.. Issues and checks passes;
3. Checks storage rooms, lavatories, etc., for students reported missing from activity sites;
4. Informs superiors of observations of student behavior;
5. May assist event organizers by distributing flyers, serving snacks and beverages, etc.

FULL PERFORMANCE KNOWLEDGE SKILLS, ABILITIES AND PERSONAL CHARACTERISTICS:

Ability to get along well with school-age children and command their respect; familiarity with classroom routine; good observation; tact; courtesy; good judgment; physical condition commensurate with the demands of the position.

MINIMUM QUALIFICATIONS:

None

SV9418

ADOPTED: 05/15/06