

Canfield Local Schools Job Description

Position: Cafeteria/Lunchroom Aide

Reports to: Building Principal

General Responsibilities: Supervise students during lunch and in the transition to recess, as well as ensure student safety at all times.

NOTE: The below lists are not ranked in order of importance

Specific Responsibilities:

1. Make sure all students have a lunch and are seated in the appropriate area.
2. Assist students with opening containers and packages, as well as ensuring that they have proper lunch supplies.
3. Ensure that cafeteria guidelines are enforced, with regard to student conduct, including proper eating manners.
4. Use first Aid and take appropriate measures in case of injury and/or illness.
5. Monitor students during lunch to ensure safety and to promote the general welfare of all students, in accordance with school and/or cafeteria rules.
6. Ensure students are responsible in cleaning up their eating area
7. Report to the proper authority, any disciplinary problems and, when the situation warrants, escort the student to the building principal.
8. Report suspected child abuse to the principal.

Minimum Qualifications:

- BCI&I and FBI check
- Basic knowledge of kitchen utensils and equipment and food handling techniques and kitchen sanitation.

Required Knowledge, Skills, Abilities:

- First Aid and/or CPR.