

# **PLAYGROUND AND LUNCHROOM DUTIES**

## **PLAYGROUND**

1. Remain on playground whenever children are there. When necessary to leave for an emergency, check in at the office.
2. Be alert for unsafe conditions, i.e. fighting, rough play, children leaving playground, objects other than balls being thrown.
3. Blow whistle when lunch period is ended and have primary children (Gr. 1-4) line up at door in an orderly manner.
4. Report any discipline problems to office.

## **LUNCHROOM**

1. Clean tables and benches before each lunch sitting; be ready by 11:25 a.m.
2. Remain in lunchroom whenever children are present. If necessary to leave for an emergency, inform other aide or principal.
3. Patrol among pupils to monitor behavior.
4. Be alert for any unsafe conditions, i.e. slippery food or liquid on the floor, etc.
5. Help keep lunchroom clean.
6. Please remain on duty two full hours, presently 11:15 a.m. to 1:15 p.m.
7. Report discipline problems to office.
8. Anyone throwing food should be removed from lunchroom immediately.