
TRANSPORTATION ATTENDANT

BASIC FUNCTION:

Under the direction of an assigned supervisor, ride a school bus to provide safe and secure transportation for students with severe physical, medical, educational and/or emotional needs; assist drivers in the loading, unloading and securing of handicapped students.

REPRESENTATIVE DUTIES:

ESSENTIAL DUTIES:

Ride a school bus to provide safe and secure transportation for students with severe physical, educational and/or emotional needs.

Operate equipment, including wheelchair lifts, tie downs, seat belts, harnesses and other adaptive equipment as necessary.

Assist drivers in the loading, unloading and securing of special needs students; assure seat belts, harnesses and wheelchair clamps are secured as required assure proper chair angles.

Provide basic medical care and first aid to students according to established procedures and policies; contact local emergency services personnel as necessary.

Communicate with students, teachers and parents regarding special needs for students, bus schedules and other related concerns or questions.

Assist with maintaining order and discipline on bus as needed; monitor student activities and assure compliance with bus safety procedures.

OTHER DUTIES:

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

Operation of mechanical lift, wheel chairs, seat belts, restraining harnesses and wheelchair clamping devices.

Safe practices concerning school bus transportation.

Problems and concerns of students with special needs.

Basic record-keeping techniques.

Applicable laws, rules and regulations.

Health and safety regulations.

Equipment and adaptive devices utilized by students with special needs.

ABILITY TO:

Ride a school bus with students with special needs.

Maintain proper records and documentation.

Assist student loading, unloading and seating arrangements as required.

Understand and relate to children with special needs.

Establish and maintain cooperative and effective working relationships with others.

Communicate effectively both orally and in writing.

Lift students according to established guidelines.

Maintain routine records.

Observe health and safety regulations.

EDUCATION AND EXPERIENCE:

Graduation from high school or equivalent;

Experience working with children with physical disabilities is highly desirable.

LICENSES AND OTHER REQUIREMENTS:

Obtain valid First Aid and CPR certifications issued by an authorized agency within the probationary period.

WORKING CONDITIONS:

ENVIRONMENT:

School bus environment.

Considerable distraction from bus activities.

PHYSICAL DEMANDS:

Sitting for extended periods of time.

Seeing to monitor bus activities.

Lifting, carrying, pushing or pulling adaptive equipment and children up to 50 pounds;

Occasionally lifting and/or move more than 50 pounds with assistance;

Hearing and speaking to exchange information.

Bending at the waist, kneeling or crouching.

Climbing bus stairs.

HAZARDS:

Potential exposure to communicable diseases and contact with blood and other body fluids.

Potential exposure to physical injury from aggressive behavior.

Board Approve 4/19/17

The Auburn Union School District does not discriminate on the basis of color, race, religion, ancestry, national origin, age, sex, sexual orientation, gender, ethnic group identification, mental or physical disability in its educational programs, activities, or employment. All educational opportunities will be offered without regard to color, race, religion, ancestry, national origin, sex, sexual orientation, gender, ethnic group, identification, mental or physical disability.

No person shall be denied employment solely because of any impairment which is unrelated to the ability to engage in activities involved in the position(s) or program for which application has been made. It is the responsibility of the applicant to notify the employer of any necessary modifications to the job or work site in order to determine whether the employer can reasonably accommodate any known disability.

THE AUBURN UNION SCHOOL DISTRICT MAINTAINS A TOBACCO-FREE, DRUG-FREE ENVIRONMENT.
