



PERSONNEL REQUEST FORM

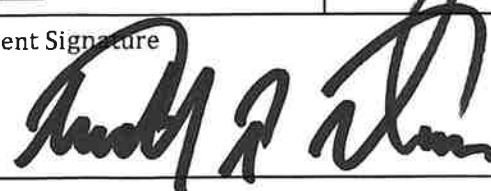
Instructions:

1. Use a separate form for each position requested.
2. Complete Section I and submit to Superintendent.
3. Building Administrators will submit a job description for requested positions.
4. **Budget code numbers are required.**

Date **9-29-26**

Section I (completed by Administrator)			
School Barbara R. Morgan Elementary		Budget code 246 E 515 000 300 000 101.000	School Year 25-26
New ☒	Replacement ☐	Position Title School Safety Aide (Playground)	Grade/Subject/Shift K-5
# days to post		Or open until filled ☒	
# of Days 110	Hours per day 1.5	Permanent ☐ Temporary ☐	
Justification:			
☐	Resignation		
☐	Termination		
☒	Other SDFS to enhance school safety		
Signature of Administrator 			

Section II (completed by District)

Allocation Available ☐	Special Allocation ☒	No Allocation Available ☐
Approved ☒		
Denied ☐	Explanation of Denial	
Superintendent Signature 		Date 9-29-26

Job Title: Elementary School Playground Safety Aide

Location: Barbara Morgan Elementary School

Reports To: Principal, Valerie Berg

Position Type: Classified Part-Time, 26-27 school year only

Salary: Classified Staff Salary Scale

Hours: Between 11:40 AM-1:00 PM (Student School Days only)

Start Date: Nov. 2, 2026

Job Summary:

We are seeking a dedicated and responsible Playground Safety Aide to join our BRMES team. The Playground Safety Aide will ensure the safety and well-being of students during outdoor recess, lunch time, and engagement with playground activities. The ideal candidate will be proactive, attentive, and have a passion for promoting a safe and positive environment for children with a love of the outdoors!

Key Responsibilities:

- Supervise students during outdoor & sometimes indoor playtime to ensure their safety and well-being.
- Monitor large student groups or individual students for appropriate behavior and intervene when necessary to prevent accidents, bullying, or unsafe conduct.
- Assist in maintaining a clean and organized playground area by ensuring that equipment is safe and free of hazards.
- Report any unsafe conditions or damaged playground equipment for immediate repair.
- Enforce school rules and policies related to playground activities, including appropriate behavior and safety guidelines.
- Provide first aid for minor injuries or accidents and report any serious injuries or incidents to the school nurse and designated staff.
- Support children in developing positive social skills by encouraging respectful communication and conflict resolution in the moment.
- Assist students in line-up procedures when recess ends and ensure a smooth transition back to class.

- Collaborate with teachers, staff, and administrators to ensure consistency in safety protocols.
- Attend training or meetings as required by the school.

Qualifications:

- High school diploma or equivalent; additional training in child development or safety is a plus.
- Experience working with children, especially in an educational or recreational setting, is preferred.
- Ability to remain calm and composed in emergency situations.
- Strong communication and interpersonal skills, with the ability to work effectively with students and staff.
- Knowledge of basic first aid and CPR (certification preferred or willingness to obtain).
- Ability to observe children's behavior and recognize potential safety risks or conflicts.
- Positive attitude and a commitment to promoting a safe and welcoming environment for students.
- Ability to work outdoors in varying weather conditions.

Physical Requirements:

- Ability to stand, walk, and move around the playground area for 90 minutes daily.
- Ability to assist with minor first aid and lift or assist children if necessary.
- Ability to quickly respond to emergency situations and move to where assistance is needed.

Application Instructions:

Apply online at Fast Track. Application Deadline: Open until filled.

McCall Donnelly School District is an equal opportunity employer. We celebrate diversity and are committed to creating an inclusive environment for all employees.