

Downey Unified School District

CERTIFICATED PERSONNEL

DUTY-FREE LUNCH PERIODS FOR CLASSROOM TEACHERS

AR 4148

Purpose

To give teachers an opportunity to be free from supervising pupils during the teacher's 35-minute lunch period.

Selection of Personnel

Noon-duty aides who relieve classroom teachers from supervising pupils during the teacher's 35-minute lunch period shall be recruited, screened, processed, and assigned by the Classified Personnel Office from candidates who qualify.

Qualifications for Employment

Candidates recommended for employment must meet the District standards for unclassified employees. In addition it is desirable for such candidates to

1. Be high school graduates.
2. Have had experience as a leader of youth groups and/or PTA or other adult groups.
3. Have had first aid training.

Supervision

Supervision of employees who serve as noon-duty aides shall be the responsibility of the school principal or designee.

Rainy Day Procedure

If the weather is inclement and the pupils remain in the classrooms, responsibility of pupils shall remain with the teacher.

Noon-Duty Aide Hour Allotment

1. School enrollment under 400 - 3 hours
2. School enrollment 400 and over - 4 hours