**Sequoia Union High School District**

**Job Description**

<table>
<thead>
<tr>
<th><strong>JOB TITLE:</strong></th>
<th>Special Education Transportation Attendant</th>
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<tbody>
<tr>
<td><strong>REPORTS TO:</strong></td>
<td>Various Sites</td>
</tr>
<tr>
<td><strong>CLASSIFICATION:</strong></td>
<td>Classified</td>
</tr>
<tr>
<td><strong>SALARY SCHEDULE:</strong></td>
<td>8.5</td>
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<tr>
<td><strong>WORK - YEAR / HOURS:</strong></td>
<td>9 months / up to 7 hours</td>
</tr>
<tr>
<td><strong>LOCATION:</strong></td>
<td>Various</td>
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<tr>
<td><strong>BOARD APPROVAL:</strong></td>
<td>September 25, 2013</td>
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</tbody>
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**DEFINITION**

Under the direction of an assigned supervisor, ride a bus/other vehicle to provide safe and secure transportation for a student(s) with moderate to severe disabilities. Assist children with transitioning from home to bus, bus to school, and return.

**DISTINGUISHING CHARACTERISTICS**

Temporary position – Hours will be adjusted as student transitions to new school and demonstrates ability to ride independently. Up to 7 hours per day.

**EXAMPLES OF DUTIES**

- Ride a bus/vehicle to provide safe and secure transportation for student with diabilities.
- Communicate with teachers and supervisor any concerns or questions as they relate to the safe transportation of the student.
- Maintain order on bus/vehicle; monitor student activity.
- Encourage appropriate behavior on the bus using positive behavior management techniques.
- Maintain records related to assigned activities and submit as required.
- Assist to children to buckle seat safety restraint systems and to remain buckled in while being transported.
- Respond quickly and directly to children's needs on the bus/vehicle.
- Perform related duties as assigned. Initially stay with student at their school during the day.
**EDUCATION AND EXPERIENCE**

Any combination equivalent to: graduation from high school and experience working with students with Autism, Anxiety Disorders, and Behavior Management skills.

**OTHER REQUIREMENTS**

**PHYSICAL REQUIREMENTS:**

The physical abilities required of the position may include the following:

- Sitting for extended periods in a bus/vehicle seat.
- Working in exposure to jolting, noise and vibration.
- Hand, arm and leg agility to assist children while they board the bus/vehicle
- Walking and climbing to board bus.