

FLEMINGTON-RARITAN REGIONAL SCHOOLS

JOB DESCRIPTION

TITLE: Transportation Aide

QUALIFICATIONS:

1. Complete emergency rescue medication training as necessary
2. Criminal history background check.
3. Provide proof of U.S. citizenship or legal resident alien status.
4. Provide a complete physical examination.

REPORTS TO: Director of Special Services or Supervisor of Pupil Personnel Services and Special Education

JOB GOAL: To provide emergency assistance should the need arise during the transporting to and from a special education school.

PERFORMANCE RESPONSIBILITIES:

1. Implement behavior plan as outlines by Individual Educational Plan
2. Provide for behavioral support for student as necessary and appropriate
3. Participate in mandated and appropriate in-service and workshop programs
4. Assist young or disabled students in getting on and off the bus
5. If student is medically identified as in need of specific Individual Health Plan:
 - a. Attend IHP meetings as requested by the district
 - b. Complete mandated training assigned by the school nurse
 - c. Protect confidentiality of records and information about students and use discretion when sharing any such information
 - d. Prepare reports as required
6. Answer parent questions regarding the student during transporting
7. Participates in scheduled emergency bus exit drills.

TERMS OF

EMPLOYMENT: Daily salary on school days as deemed by the Board of Education

EVALUATION: Performance of this job will be evaluated annually in accordance with the board's policy on evaluation of certified staff.

APPROVED BY: Board of Education **DATE:** June 9, 2008

REVISED: June 11, 2018; February 13, 2025