

SPECIAL EDUCATION STUDENT AIDE

DISTINGUISHING FEATURES OF THE CLASS: Work involves responsibility to aid one or more students with disabilities throughout the school day in moving between classes, during classroom activities, on and off school buses and in toileting and other personal hygiene activities. Student's coordination, balance and mobility may be limited and may require constant physical support. Work is performed under direct supervision of a Special Education Teacher with leeway allowed for exercise of independent judgment in carrying out details of the work. Supervision of others is not a responsibility. Performs related work as required.

TYPICAL WORK ACTIVITIES: (Illustrative only)

Assists the disabled student(s) to and from the school bus upon arrival and dismissal;

Accompanies the disabled student(s) between classrooms, aids the child(ren) at activity sites and in activities which the student(s) is able to participate in while in school;

Aids the disabled student(s) with clothing, arranging his/her/their locker and related activities;

Assists the disabled student(s) with repetitive drills of physical skills as directed by a Special Education Teacher;

Performs simple medical procedures which will enable the disabled student(s) to participate in school activities;

Participates in development of the individualized education program for the disabled student(s) with teachers and parents;

Aids the disabled student(s) in eating meals and with toilet activities;

Assists in training of the disabled student(s) in basic personal hygiene techniques;

Works with the school's medical staff and Special Education Teachers in implementing the recommended activities and to promote improved motor control and coordination;

Prepares simple records and reports on a disabled student's progress;

Performs a variety of related activities as required.

Typical Work Activities are intended only as illustrations of possible types of work that might be appropriately assigned to an incumbent of this title. Work activities that do not appear above are not excluded as appropriate work assignments, as long as they can be reasonably understood to be within the logical limits of the job.

FULL PERFORMANCE KNOWLEDGE, SKILLS, ABILITIES AND PERSONAL

CHARACTERISTICS: Ability to establish good working relationships with children and others; familiarity with routine of school classrooms; physical strength and ability to lift and carry a disabled student on and off buses, up stairs and through doorways; ability to aid a disabled student with clothing, eating and toilet activities; patience and resourcefulness in aiding a disabled student.

MINIMUM QUALIFICATIONS: Either

- a) Graduation from high school or possession of a high school equivalency diploma; or
- b) One (1) year experience working with children and/or disabled people in a service agency, educational or recreational setting.

11/99; 9/00

Non-Competitive Class
(Carmel, Garrison & Mahopac Schools)