

ADVERT ID 223854

## School Transport Bus Escort

### Carrigaline Community Special School

Bridgemount Carrigaline Cork P43Y160  
<https://www.corketb.ie>

#### MAIN DETAILS

**Status:** Deactivated  
**Level:** Primary  
**Date Posted:** Wed Aug 28 2024 10:06:02  
**Application Closing Date:** Wed Sep 11 2024  
**Commencement Date:** Mon Sep 16 2024  
**Status of Post:** Fixed-term  
**Number of Vacancies:** 1

#### SCHOOL DETAILS

**School Type:** Special School  
**Gender:** Co-Educational  
**School Patronage:** ETB  
**Total No. of Teaching Staff:** 9  
**Current Enrolment:** 48

#### POST DETAILS

**Additional Information:**

Nature of the Post: Fixed Term/Purpose Part Time School Transport Bus Escort

Hours: Circa 15 to 25 hours per week

Purpose of Job: To assist student/s to and from home to school premise on a daily basis.

Responsible to: School Principal or deputed officers of Cork ETB

Responsibilities & Duties: The responsibilities and duties listed below are general in scope and are not meant to be exhaustive in relation to the work to be undertaken by a School Transport Bus Escort hereafter called the Bus Escort.

**The Bus Escort:**

- Must ensure that they are on the bus/taxi at time of first pick-up and last set down. It is expected in most instances the Bus Escort will begin their shift at the school premise and be transported to the individual student pick up points.
- Is responsible for the safety of children when opening and closing doors prior to 'stop' and 'move off'.
- Assists children to board and alight safely from the school bus/taxi.
- Makes sure all children are seated with appropriate straps or harnesses where provided.
- Ensures that each pupil is received by some responsible person at the set down point.
- Supervises children travelling on bus/taxi.
- Maintains a good working relationship with the driver of the bus/taxi.
- Acts as liaison between Principal and/or Class Teacher and parents when required i.e., conveyance of messages or letters to parents.
- Observes confidentiality in all aspects of work.
- Is aware of particular disabilities of children on the bus/taxi and be briefed by the Principal on how to deal with same, e.g., epilepsy etc.
- Performs any other duties relevant to the position of the Bus Escort which may be assigned by

the Principal from time to time.

- Unless under exceptional circumstances, the escort never leaves the bus/taxi or the vehicles immediate vicinity.
  - Is positioned on the bus where maximum control of children is achieved i.e., at back of bus/taxi.
  - Reports all concerns to the Principal and/or Class Teacher.
- Is expected to participate in training which will be provided from time to time.

15 – 25 hours per week, starting at 07:30am – 09:30am / 14:00pm – 16:00pm

-APPLY VIA THE CETB WEBSITE ONLY-

Recruiting for following routes:

- Northside Cork City – Carrigaline
- Cobh – Carrigtwohill – Carrigaline
- Midleton – Carriglaine
- Bandon – Carrigaline
- Berrings – Ballincollig – Model Farm Road – Ballyphehane – Carrigaline

Job Type: Part-time

Pay: €13.40 per hour

Expected hours: 15 – 25 per week

Benefits:

Bike to work scheme

Sick pay

Work Location: On the road

Application deadline: 11/09/2024

Reference ID: Bus Escorts - Carrigaline Community Special School # 045926

Expected start date: 23/09/2024

#### APPLICATION REQUIREMENTS

- External Application Form

Applications may be submitted by

- External Application Form

#### APPLY TO THIS JOB VACANCY

**Roll Number:** 205570

**Apply To:** Cork ETB operates an online recruitment process. Please visit the Recruitment section of [www.corketb.ie](http://www.corketb.ie) where you will find the link to the recruitment website. Full details of all open vacancies can be found on this website. Only applications submitted through the Cork ETB recruitment website can be accepted as application for positions advertised.

**County:** Cork

**Enquiries To:** [recruit@corketb.ie](mailto:recruit@corketb.ie)

**Website:** <https://www.corketb.ie>