

**Galway & Roscommon Education & Training Board: Bus Escort,
Galway Community College
(<https://www.activelink.ie/node/113107>)**



gretb

Bord Oideachais agus Oiliúna
na Gaillimhe agus Ros Comáin
*Galway and Roscommon
Education and Training Board*

BUS ESCORT VACANCY

**Galway Community College
Galway Community College, Wellpark Rd, Galway**

Route: Bohermore, Galway City to Wellpark, Galway City

Hours: 10 hours per week

Hourly Rate:

The hourly rate of pay effective from **1ST October, 2020** is **€13.40**

Holiday Pay:

Holiday pay will be paid at 8%. The basic hourly rate, inclusive of holiday pay, will be (€13.40 x 8%) with effect from **1st October, 2020**.

RESPONSIBILITIES OF AN ESCORT

- Must ensure that they are on the bus at time of first pick-up and last set down
- Are responsible for the safety of children when opening and closing doors prior to 'stop' and 'move off.'
- Assisting children to board and alight safely from the school bus.
- Making sure all children are seated with appropriate straps, harnesses where provided.
- Ensure that each pupil is received by some responsible person at the set down point

DUTIES OF AN ESCORT

- Supervision of children travelling on bus
- Maintain a good working relationship with the driver of the bus
- Act as liaison between Principal and/or Class Teacher and parents when required i.e. conveyance of messages and letter to parents.
- Observe confidentiality in all aspects of work.
- Be aware of particular disabilities of children on the bus and be briefed by the Principal on how to deal with same, e.g. epilepsy etc.
- Perform any other duties relevant to the position of escort which may be assigned by the Principal from time to time.
- Unless under exceptional circumstances, the escort should never leave the bus
- The escorts position on the bus should be where maximum control of children is achieved i.e. at back of bus
- Report all concerns to the Principal and/or Class Teacher

ARE BUS ESCORTS ENTITLED TO HOLIDAY PAY:?

RE: WORKING TIME ACT, 1997

All employees regardless of status or service qualify for paid holidays and are entitled to holiday pay at a rate of 8% of earnings.

Pay for Public Holidays for those entitled (**MOST BUS ESCORTS ARE ENTITLED**) is at the rate of one fifth of normal weekly hours. Under legislation, a part-time worker must have worked at least a total of 40 hours in the 5 weeks immediately before the public holiday in order to qualify.

The nine public holidays are as follows:

- 1st January
- St Brigids Day
- St. Patrick's Day
- Easter Monday
- First Monday in May
- First Monday in June
- Last Monday in October
- Christmas Day
- St. Stephen's Day

(BOOKLETS ON PART-TIME EMPLOYEE ENTITLEMENTS ARE AVAILABLE FROM THE DEPARTMENT OF ENTERPRISE TRADE AND EMPLOYMENT) TELEPHONE NO. 01 6614444 (tel:016614444)

Application Process/Apply for the position:

All particulars of post and online application process can be found on the GRETb website:

<https://gretbcareers.thehirelab.com/LiveJobs/JobApply/6284?source=1>
(<https://gretbcareers.thehirelab.com/LiveJobs/JobApply/6284?source=1>)

Closing Date: 24/01/2025 12:00 PM

Contact details : All job queries can be submitted to recruitment@gretb.ie (<mailto:recruitment@gretb.ie>).

Region

Wellpark, Co Galway

Date Entered/Updated

14th Jan, 2025

Expiry Date

24th Jan, 2025

Attachment	Size
Coimhdire Bus - Leabhrán	78
Faisnéise.doc	KB

Source URL: <https://www.activelink.ie/vacancies/education-training/113107-galway-roscommon-education-training-board-bus-escort-galway-community-college>