

Galway & Roscommon Education & Training Board: Bus Escort - St Brigid's College (<https://www.activelink.ie/node/116418>)



BUS ESCORT

School: St. Brigid's College, Loughrea, Co. Galway

Route: Killeen South, Ballyshrule, Portumna to St. Brigid's College and return

Hours: 10 hours per week

Hourly Rate: The hourly rate of pay with effect from 1st March 2025 is €15.50.

Holiday Pay: Holiday pay will be paid at 8% per hour worked. This equates to €1.40 (€15.50 x 8%) and is payable for each hour worked with effect from 1st March 2025.

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 Brigid's 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

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/7125?source=1>

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

Closing Date: 12 noon on 07.07.2025

Region

Loughrea, Co Galway

Date Entered/Updated

25th Jun, 2025

Expiry Date

7th Jul, 2025

Source URL: <https://www.activelink.ie/vacancies/education-training/116418-galway-roscommon-education-training-board-bus-escort-st-brigids-college>