



## Lunch Supervision Service Certificate of Recognition

|                 |   |
|-----------------|---|
| Course Area     | School-Based Training - Classroom Support                 |
| Class ID        | 18043   |
| Instructor(s)   | Atiya Adamjee, Mary-Catherine Bailey-McKenna, Tanvir Gill |
| Course Location | Lord Shaughnessy High School, 2336 - 53 Ave SW            |
| Day/Date        | Thursday, May 1, 2025                                     |
| Time            | 8:30 AM – 4:00 PM   |

### Course Description

Lunch Supervision Service is an important part of a child's educational experience. In this one-day training session potential lunch supervisors will be introduced to the philosophy and goals of the Calgary Board of Education's Lunch Supervision Service for elementary students. The workshop includes information and strategies to help supervisors feel comfortable in their role and create a positive, safe environment for students. Lunch and refreshments included. You will receive the Lunch Supervision Service Certificate of Recognition upon completion of this program. This 7-hour certificate is recognized by the Calgary Board of Education to meet the qualifications for the position of Lunch Supervisor.

### Course Schedule

| Time                | Topic  | Instructor                    |
|---------------------|--|-------------------------------|
| 8:30 AM - 10:30 AM  | Lunch Program Leadership<br>Daily Operations | Atiya Adamjee                 |
| 10:30 AM - 10:45 AM | Break  |                               |
| 10:45 AM - 11:45 AM | Safety, Security and Emergency Procedures    | Atiya Adamjee                 |
| 11:45 AM - 12:30 PM | Lunch  |                               |
| 12:30 PM - 1:45 PM  | Strategies to Encourage Positive Behaviour   | Mary-Catherine Bailey-McKenna |
| 1:45 PM - 2:00 PM   | Break  |                               |
| 2:00 PM - 3:00 PM   | Strategies to Encourage Positive Behaviour   | Mary-Catherine Bailey-McKenna |
| 3:10 PM - 4:00 PM   | HR Hiring Practices and Interviews           | Tanvir Gill                   |

### For More Information

Phyllis Salter, Acting Senior Manager  
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