

GROVE

JOB TITLE: Nurse

GRADE: 6

SALARY RANGE: £12,011.70 rising to £13,387.13 **Spinal Pts.** 18-21

HOURS: 31.25

POST STATUS: Permanent

WORKING YEAR: 43.21 weeks (term time only)

GENERAL INFORMATION

Work under the instruction of the Head Teacher and member of the Senior Leadership Team to provide first aid support for students and staff.

First contact assessment, treatment, care and referral of individuals; Working with individuals and groups with specific health care needs; and health promotion and public health at individual, group and population level.

School nurses work with students, teachers and parents to promote good health and wellbeing in school age children.

PRINCIPAL DUTIES AND RESPONSIBILITIES

The key responsibilities of a school nurse include:

Co-ordinating immunisation programmes;

Supporting vulnerable children by working alongside teachers, social workers, education welfare officers and other professionals;

Producing individual health plans for children with disabilities or long-term conditions;

Providing training for school-based staff to support children with healthcare needs, such as asthma, diabetes or epilepsy.

1. Support for Students

- To ensure children with additional health needs are referred to the appropriate NHS care and specialist services via parents /carers.
- To ensure students with additional health needs receive the support required to enable them to attend and benefit from school
- Occasionally arrange for the collection of students and staff after injury.

2. Support for the Teacher

- To work with school staff to promote personal health plans for students.
- Follow the schools policy and approach to 'safe guarding'
- To provide training and advice for teachers and other staff on specific health needs e.g. diabetes care, epilepsy, allergies, substance misuse, head lice

3. Support for the Curriculum

- To contribute to the development of the health-related curriculum

4. Support for the School

- Monitor and arrange the orderly and secure storage of stock and supplies.
- Replenish as required school first aid boxes
- To work with parents, carers, specialist health professionals and others to develop in-school care plans for students with complex health needs and long-term conditions
- To co-ordinate immunisation programmes and advise on outbreaks of communicable diseases
- To support school first-aiders with advice and access to other NHS services where necessary
- Be aware of and comply with policies and procedures relating to child protection, health, safety and security, confidentiality and data protection, reporting all concerns to an appropriate person.
- Be aware of and support difference and ensure that students have equal access to opportunities to learn and develop.
- Contribute to the overall ethos / work / aims of the school.
- Facilitate and support the role of other professionals.
- Attend and participate in relevant meetings as required.
- Be a member of the school's Health & Safety Committee and prepare appropriate statistical reports on accidents and near misses
- Prepare and complete accident / injury report forms and liaise with the reporting authorities any necessary follow on queries
- Maintain and update the log of all students & staff seen
- Participate in training and other learning activities and performance development as required.
- Update professional qualifications as required.
- To undertake any other duties, relevant to School Nursing duties, as may be necessary from time to time and as reasonably negotiated by the Head of School

Signed Post holder 2010

Line Manager 2010

Head teacher 2010

Person Specification

Job Title Nurse

School Grove

Attributes	Essential (✓)	Desirable (✓)	Method used to gather information (A – Application form I – Interview T – Test P – Presentation)
<p>Qualifications</p> <p>Nursing Diploma (NMC approved)</p> <p>Specialist Community Public Health Nurse (school nursing)</p> <p>First Aid qualification</p> <p>Driving licence</p>	<p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p>	<p style="text-align: center;">✓</p>	<p style="text-align: center;">A</p> <p style="text-align: center;">A</p> <p style="text-align: center;">A</p> <p style="text-align: center;">A</p>
<p>Work or relevant experience</p> <p>Experience with working with children or vulnerable adults</p> <p>Experience with working in an Educational setting or other relevant environment</p> <p>Some knowledge of administration support</p>		<p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p> <p style="text-align: center;">✓</p>	<p style="text-align: center;">A & I</p> <p style="text-align: center;">A & I</p> <p style="text-align: center;">A & I</p>
<p>Knowledge and understanding</p> <p>An awareness of school based education including child development</p>		<p style="text-align: center;">✓</p>	<p style="text-align: center;">I</p>

<p>Skills and Abilities (relevant to post)</p> <p>Good communication skills and ability to relate well to children, staff and parents</p> <p>Evidence of working well as part of a team</p> <p>Interest in ICT and the willingness to update skills and undertake further training</p>	<p>✓</p>	<p>✓</p> <p>✓</p>	<p>A & I</p> <p>A & I</p> <p>A & I</p>
<p>Personal Qualities</p> <p>Ability to bring to the role, initiative, enthusiasm and commitment</p> <p>Flexibility and reliability</p> <p>Willingness to develop skills with further training</p> <p>Willingness to undertake an enhanced Criminal Record Bureau check</p>	<p>✓</p> <p>✓</p> <p>✓</p> <p>✓</p>		<p>A & I</p> <p>A & I</p> <p>I</p> <p>I</p>