

Job Description

Job Title	School Nurse (Part Time)
Reports To:	Medical Centre Clinical Lead
Job Purpose	
The School Nurse will work in the School's busy Medical Centre, providing high-quality care to support the health and wellbeing of students. Care will be delivered across the Medical Centre, sports fields, and boarding houses, in conjunction with House Parents, Pastoral Leaders, and the Sports Department. The role requires both strong teamwork skills and the ability to work independently and autonomously as a clinician.	
Key Duties and Responsibilities	
Health and Wellbeing Provisions • Providing medical care (health and wellbeing) to any ill or injured student, staff, or visitor. • Promoting and educating health and wellbeing subjects to students. • Triageing and assessing students who present to the Medical Team with a physical or mental health need and structuring an appropriate treatment care plan. • Monitoring students who are unwell, liaising with the House staff and Medical Team to ensure cohesive, collaborative, and effective care is delivered to a high standard. • Liaising with parents, House staff and external agencies where needed regarding students' medical needs. • Completing and maintaining medical notes, both internal and external to the Medical Centre, including reporting to House staff, the wider School setting, parents and guardians as appropriate, and upholding confidentiality and data/information sharing as per School and registered body code of conduct. • Supporting and co-ordinating with the local NHS School's Health team to deliver the immunisation program. • Chaperoning the School GP clinics during consultation appointments and feeding back, according to consent, any relevant outcome. • Being part of the School's wellbeing team: attending meetings and liaising with the team to ensure a high level of wellbeing care is delivered and meets the student's needs. • Providing wellbeing support and appointments to students who have been referred through the School's wellbeing triage. Providing or organising appropriate follow up care. • Managing students' needs in the boarding houses, offering support and provision to the House staff on all health and wellbeing matters, including controlled drugs and medication	

- Assisting with the review, production, implementation, and compliance of School medical policies.
- Discussing with parents the health and wellbeing needs of their children, how the needs can be met and supporting parents through the medical aspects of the application process.
- Supporting students on their arrival into the School and undertaking new student medical checks and registration with the local GP provider.

First Aid and Medicines Supplies

- Working as part of the Medical Centre team to ensure supplies for the store cupboard, clinical room, first aid and trip bags. Ensuring that homely/over the counter medication is ordered effectively in a timely manner.
- Auditing and stock rotation of the above, both in the Medical Centre and the wider School.

General Aspects

- Working in line with the Schools' policies, including, but not limited to, Safeguarding and Child Protection Policy, Staff Code of Conduct, Data Protection, and Medical Care.
- Participating in the School's appraisal scheme, attending training and development as appropriate to the role.
- Upholding professional registration, standards of practice and proficiency, and statutory frameworks within your registration body.
- Treating students and stakeholders with dignity, respect, and tolerance, building relationships and a safe environment for everyone.

Person Specification

Essential

- 5 GCSEs at C grade or above, including Maths and English
- Professional degree, i.e.: Nursing, Paediatric Nursing, Paramedic Science
- Live registration with an appropriate body
- At least three years post-qualification experience

Desirable Experience/Skills

- Diploma or professional qualification of post-registration study.
- Up to date evidence of ongoing continuous professional development.
- Evidence of working with young people.
- Evidence of, or an understanding of public health delivery.
- Evidence of, or an understanding of wellbeing / mental health needs of young people.
- Evidence of working autonomously.
- Confidence and competence in clinical decision making, including thorough risk assessment.

Personal Attributes:

- Excellent communication skills, both verbal and written.
- A passion for working with young people.
- An interest in advancing the promotion and delivery of wellbeing support in the current climate.
- Friendly, approachable, empathetic, welcoming and professional.
- Able to organise time and workload efficiently, in a sometimes-reactive environment.
- Always striving to achieve the best in oneself and others.

Health & Safety

Personally responsible for the health, safety and welfare of all staff and students that may be affected by the postholder's acts and/or omissions.

Equal Opportunities

Personally responsible for equal opportunities awareness and ensuring that the postholder is aware of, and carries out, the provisions contained in the Equal Opportunities policy.

Safeguarding Children

To be responsible for safeguarding and promoting the welfare of children and young people.

The post holder must be aware of and comply with all School policies and procedures.

The School is committed to safeguarding and promoting the welfare of all our students. You are advised that this post is subject to the Rehabilitation of Offenders Act 1974 (Exceptions) Order 1975 (Amendment) (England and Wales) Order 2020 and therefore this post is subject to an Enhanced Disclosure Application to the Disclosure and Barring Service (DBS).

Please be aware that schools are also required to undertake online recruitment checks on shortlisted candidates under changes to Keeping Children Safe in Education.