

JOB DESCRIPTION

Job Title:	School Nurse
Band:	NJC Scale 9 pro rata of annual salary £37,336-£41,418 Term time inc non pupil days (39 weeks + 4.9 weeks paid holiday allowance)
Accountable to:	Head Teacher, Matron Children's Community Services
Responsible to:	Assistant Head Teacher

JOB SUMMARY

To work as part of the health team, taking overall responsibility for the assessment, provision, management and evaluation of evidenced based nursing care to children who attend Lexden Springs Residential Special School, whilst upholding the Honorary contract held as part of the joint working agreement with ESNEF

To provide day to day management of equipment and clinical resources in the school, in line with professional standards and quality of care.

To work collaboratively with health colleagues to share information as required with consent from parents/carers.

To take responsibility for regular/annual training of school staff in line with agreed competency based training packages.

To provide clinical input to the school leadership team for school-wide health issues.

Provide routine monitoring of children on the caseload as necessary including height, weight, and clinical observations as dictated by the Child's health needs.

Support with/ advise on desensitisation programmes and/or use of social stories for children & young people to access wider health care interventions.

Support and contribute to community review clinics held in school when required.

Signpost families to other services and resources as required, supporting their child's needs.

Ensure school staff are aware of infection prevention and control measures and any changes in practice.

Attend to children in emergencies to care for their immediate wellbeing- liaising with ambulance service if required- this does NOT include first aid as managed by school.

Raise any safeguarding concerns in line with school and national policies and guidelines.

Work collaboratively with social care, education and AHP's to provide holistic care for the children and families at the school,

Signpost and refer families to necessary charities/agencies in relation to their child's health needs e.g. DLA, CHC/CCC applications, make a wish, dream flight, holiday havens etc.

MAIN DUTIES & RESPONSIBILITIES

To assess the health needs of the children and young people and agree individual and school health plans and deliver these through multidisciplinary partnerships.

Assess pupils, plan develop/implement/evaluate programmes of care and carry out nursing procedures.

To deliver day to day special school nursing service to children with complex needs.

To provide skilled, effective, evidenced based nursing care for children with complex care.

To participate in direct clinical input and ensure appropriate nursing interventions.

To promote optimum use of available resources and to secure the highest standards of care to the pupils.

To provide information and support to facilitate the child's own choices with regards to nursing care and therapy input.

To administer medication as prescribed and ensure safe storage of medications. To provide training for Medical room assistance and other key staff to administer medications to pupils safely.

To deliver and manage training needs of school and health staff in the delivery of health care to children in Lexden Springs Residential Special School, through agreed competency based training packages, including assessment, and sign off competency of staff members.

To ensure safe handling of body fluids and contaminated sharps in personal practice and within the team.

To support and advise school medical team members on developing initiatives relating to the public health agenda for schools with special needs children.

To plan, participate and support the delivery of multidisciplinary sessions/clinics for the children.

To co-ordinate children for medicals, working in partnership with the child, parents, school staff, community paediatric consultants and allied health professionals.

To empower parents by providing information and support to facilitate them in making healthy life choices regarding their child's welfare in a way which is appropriate to them.

Develop and maintain good working relationships with Care assistance working with you as well as teachers and other professionals and agencies involved, making referrals where appropriate to ensure adequate support for children and parents.

To liaise with the Children's Community Nursing team in providing care to children with complex needs. This is most likely to be in Colchester and Chelmsford but could be Suffolk and London Boroughs too depending on the home location of pupils.

To provide nursing care and clinical intervention to pupils at the school, as agreed with the Children's Community Nursing team involved in that pupils care along side parents.

To work with families and pupils to plan clinical nursing interventions at school, to prevent absence from school and prevent hospital admission and hospital attendance where possible and appropriate.

To work with the Children's Community Nursing team involved in that pupils care to discuss pupils whom may require a patient hospital review.

To work in partnership to safeguard children and young people adhering to local and national policies and guidance, contributing to child protection case conference and associated meetings where appropriate.

To maintain accurate, systematic and timely record keeping, in line with NMC guidelines.

To work as an autonomous and specialist practitioner within the special school nursing team, managing the work load and delegated duties of the care assistants.

Communication Skills

To ensure effective communication process with the school and actively integrate within the team providing health expertise.

To attend multidisciplinary team meetings and to development Individual Health Care Plans.

To share information in a timely and appropriate manner in line with information sharing agreements to maintain confidentiality of pupil information while undertaking work with children and their families within Lexden Springs Residential Special School.

To develop and maintain excellent systems of communication with professionals within health and the local authority

Management

To provide day to day management to the other health team members.

To manage own case load, providing evidence based nursing care in line with NMC code of professional conduct.

Use autonomous judgement and liaise with other appropriate professionals to manage pupil health needs in accordance with clinical guidelines, using own clinical judgement to recognise acute exacerbations of illness and to initiate appropriate nursing interventions.

To ensure good communication and liaison between the health team, teachers, parents, and other agencies to help foster effective interagency work and multidisciplinary approach to care.

To ensure effective and efficient use of resources.

To provide health reports, providing appropriate information, activity plans and evaluation of outcomes, reflecting national and local strategic, priorities for children and families with special needs

To be the first point of contact for staff, pupils and senior leadership group and other key stakeholders, providing prompt response to operational issues relating to health delivery.

To participate in the training and supervision of pupils and encourage an appropriate learning environment.

To participate in the orientation and ongoing support of new members of staff in relation to their medical knowledge development.

To bring attention any circumstances that give cause of concern in relation to clinical care and work practices including any incidents or accidents.

To participate in regular managerial and clinical supervision.

To participate in setting and auditing of standards.

To participate in working groups and meetings to promote the nursing service and improve pupil care.

To facilitate annual reflective self-appraisal for designated team members.

Maintain effective annual appraisals jointly with both education and health.

Policy & Service Development

Follow policies and guidelines relevant to own role, commenting when required.

To Support the implementation of national guidance and implementation of this aligned with health as legislation and guidance changes.

Be aware of and adhere to the policies and professional standards of Lexden Springs Residential Special School and ESNEFT as required

Be aware of the Health and Safety aspects of work and implement any policies which may be required to improve the health and safety of the work area.

Minimise clinical risk by taking responsibility for the assessment of pupils care needs and the development, planning and implementation and evaluation of programmes of care for pupils.

Administration

To actively participate in team, local and other relevant meetings.

Be responsible for remaining up to date with new developments and issues in nursing practice.

To take appropriate action about any accident or incident to a child, family members, staff member or visitors, including documenting and reporting through the school incident reporting process using own login to iris system.

To be responsible for the care and safe keeping of equipment issued, ensure servicing and reporting of any defect or loss.

To ensure that the service is delivered in line with the specifications within the relevant service specification ensuring excellent lines of communication are maintained at all times.

To ensure nursing records for pupils are kept up to date and relevant to care given.

To be responsible for any safeguarding concerns seen or heard and report and record appropriately through school system using own login for Cpoms

Personal development

To be aware and act in accordance with the NMC code of professional conduct.

To have regular 1:1 with Children's Community Nurses Matron to provide peer support and professional support to allow for revalidation.

To participate in relevant training days / study days / seminars locally and nationally as required, at least 4 times a year.

To maintain up to date knowledge and skills and undertake education in accordance with individual, team and school needs, within a framework of a personal development review.

To attend all mandatory training for both school and nursing requirements and standards to be upheld.

To ensure personal and team safety by adhering to the school policy.

To continually seek to improve and expand knowledge of all aspects of school and community nursing as relevant to our pupil population.

Research

To ensure clinical nursing activities are evidence based and supported by current research.

To identify and lead practice development.

Effort & Environment

To provide care to pupils on a frequent basis, with the ability to deal with distressing and emotional issues and unpleasant conditions as and when required.

Concentration required to carry out programmes of care and record outcomes/patient notes.

Ability to manage children with challenging behaviour.

Involvement with children with life threatening and life limiting conditions.