

Job Title	School Nurse (SCPHN)
Band	AfC Band 6
Responsible to	School Nurse Team Lead
Accountable to	Head of Clinical Services
Base	Richmond

RESPONSIBLE FOR

- Providing a comprehensive School Nursing service to a defined population that meets the public health needs of local state schools and communities in line with the Healthy Child Programme and local service specifications.
- Contributing to the delivery of Working Together to Safeguard Children (2018), including improving health and life chances for children, young people and families and safeguarding those at risk.
- To deliver the role in accordance with CLCH Trust values and behaviours.

JOB PURPOSE

- To plan, organize and evaluate an innovative School Nursing service, and where appropriate, delegate to other members of the School Health team to ensure delivery of a quality service to a cluster of high complexity schools
- To participate in service development and health improvement activities.
- To work in collaboration with other health care and service providers, including head teachers, to identify and address health needs for school age children and young people and to ensure seamless delivery of services.
- To collaborate with team colleagues in order to deliver the Quality Strategy objectives
- To be visible in schools on a regular basis, as agreed within the partnership agreement
- To deliver the role specific elements of the Universal Healthy Child Programme 5-19 (DH 2009)

Main Duties and Responsibilities

1. Clinical duties

1. To provide a skilled, effective and evidence based service to children and young people within schools and community settings.
2. To act as a named school nurse for a cluster of nominated schools, applying specialist skills and knowledge in the delivery of the school health service
3. To develop an overview of the profiled health needs of the defined population alerting the Team Lead where any service gaps are identified.
4. To identify, prioritise and implement programmes of care that meet the public health needs of the defined school age population.

5. To provide health assessments, advice and education to children/young people, their parents/carers and Education staff
6. To prioritise services appropriate to the local public health and population needs
7. To have a knowledge and understanding of the CLCH safeguarding policies and procedures, the different categories of child abuse and how they may manifest themselves and how policies are applied in practice.
8. To have an overview of the children known to be at risk and / or in need within the caseload. To liaise with the safeguarding team and other agencies as necessary to share information as appropriate according to the CLCH policies.
9. To work in partnership with other health professionals and agencies to safeguard children and young people.
10. To prepare for, attend and participate in all relevant case conferences and inter-agency meetings relating to children at risk and / or in need adhering to CLCH and LSCP policies.
11. To develop and delegate to skill mix colleagues regular health promotion initiatives on specific health issues and to specific groups and individuals in line with Care Pathways
12. To organise 'drop-ins or coffee mornings or parent evenings' as appropriate to the defined population and commissioning arrangements
13. To attend safeguarding supervision. To actively adopt an approach of professional curiosity within practice and awareness of contextual safeguarding
14. To manage the delivery of the health screening and surveillance programme for the defined school population
15. To promote and signpost children/young people/families to access the national immunisation programme to ensure maximum possible protection against disease
16. Participate in the duty rota as delegated by the Team Lead
17. To develop an area of specialist interest, e.g. asthma, enuresis.
18. To have an innovative approach to practice in response to changing service needs and priorities. Acting as a change agent and facilitating the change process
19. To contribute to the development of evidenced based clinical standards and care pathways in relation to clinical practice which adhere to NICE guidelines.

2. Quality and performance

1. To contribute to the undertaking and reporting of performance measures, alerting Team Lead of any shortfalls
2. Ensure the timely and correct entry of clinical and statistical data onto electronic patient records and systems as required by the Trust
3. To support the Team Lead with the delivery of the CBU Quality Strategy action plan
4. To actively seek out the voice of the child/young person
5. To report all near misses/incidents on the Trust wide Datix system in regard to any accident or incident to patient, staff or visitor within the scope of the post holder's responsibility and in line with Trust policy.

6. To attend a quality meeting e.g. Patient Safety & Risk Group/Clinical Effectiveness Group, once a year.
7. To actively participate in clinical supervision on a regular basis in line with organisational guidelines.
8. To provide clinical supervision to others in line with Trust policy.
9. Actively participate in the learning from incidents/complaints e.g. 7 minute briefings
10. To participate in clinical audit to ensure the development of effective practice and maintenance of clinical standards.
11. To participate in research to ensure the development of effective and innovative practice and maintenance of clinical standards

3. Management and leadership

1. To establish and maintain a good working relationship with colleagues, the wider CBU health care team and other health, education and social care providers, so as to provide a comprehensive service to clients
2. To act as the link 5-19 professional for identified GP practices
3. Attend multi- disciplinary meetings as per local agreement
4. To co-ordinate and supervise the delegated work of team skill mix, this can include day to day operational management and appraisal of junior staff
5. To undertake managerial responsibilities in the absence of the Team Lead, e.g. coordination of team activities, management of sickness, and where appropriate, allocation of work.
6. To take an active role in recruitment, selection and retention of skill mix staff.
7. Participate in supporting new colleagues local induction programmes
8. To attend and actively participate in team, locality and other relevant meetings.
9. To be responsible for the care and safe keeping of equipment issued for personal and team use and to report any defect or loss.
10. To be an active member of working parties and groups e.g. shared governance, quality improvement, considering aspects of the service and professional practice as required. This includes initiating and coordinating working groups as required.
11. Respond to complaints/incidents appropriately and in accordance with organisational policy, seeking guidance as required.

4. Professionalism

1. To maintain appropriate and up to date knowledge and skills by undertaking continuing education in accordance with personal and service needs.
2. Take responsibility for ensuring statutory/mandatory training is up to date.
3. To be responsible for own professional development through active learning and reflective practice and contribute to the development of others within the team.
4. To maintain accurate and contemporaneous records according to NMC Code/Trust policy
5. To work on own initiative, planning, prioritising and organising own workload.

6. To be responsible for developing effective communication skills when in dialogue with clients, colleagues and external agencies
7. To adhere to Trust policy and be aware of responsibilities with regards to confidentiality when using emails, IT and social media.
8. Maintain annual registration with the NMC and professional revalidation every three years
9. To participate in an annual appraisal and maintain a personal development plan.

5. Teaching and training

1. To actively participate in the teaching and support of nursing colleagues and others, for example Allied Health Professionals.
2. To act as a buddy/preceptor for new and less experienced colleagues in a comparable role
3. To support the provision of training and act as a practice assessor/ supervisor for learners in the workplace.

The above indicates the main duties of the post which may be reviewed in the light of experience and development within the service. Any review will be undertaken in conjunction with the post holder.

Person Specification

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Factors	Criteria	Assessment Method
Education/Qualification		
Essential	<ul style="list-style-type: none"> Registered Nurse/Midwife (current) Specialist Community Public Health Nurse School Nursing / or Differing in Practice in school nursing Evidence of continuing post- registration education and training 	AF / IV
Desirable	<ul style="list-style-type: none"> Practice Assessor course PSHE Course Community nurse prescribing qualification or prepared to work towards. 	AF / IV
Experience		
Essential	<ul style="list-style-type: none"> Recent school nursing experience Be able to co-ordinate health promotion initiatives in line with local and national health improvement targets Experience of working collaboratively as part of a multi-disciplinary team and inter-agency working Experience of organising and managing own workload Experience of assessing, planning and implementing programmes of care and writing care plans Experience in providing practice based learning support to others Experience of evidence based care Experience of supervising students 	AF / IV
Desirable	<ul style="list-style-type: none"> Counselling qualification Teaching qualification Mental Health First Aid training 	AF / IV
Skills & Knowledge		
Essential	<ul style="list-style-type: none"> Knowledge of recent developments in primary care and community services Knowledge of current health and social care agenda relevant to area of work and professional practice Current knowledge of safeguarding issues Appropriate knowledge of clinical skills Knowledge of quality issues, the audit process and clinical governance Knowledge of NMC Code 	AF / IV

	<ul style="list-style-type: none"> • Knowledge of Personal Development Planning • Knowledge of clinical supervision • Knowledge of how equal opportunities can be implemented in practice • Knowledge of managing difficult situations and conflict resolution • IT, numeracy and literacy skills 	
Desirable	<ul style="list-style-type: none"> • Ability to work without direct supervision and plan, organise, review and prioritise own workload and others • Able to delegate work effectively and safely • Ability to be flexible and responsive to children/young people and organisational needs • Critical appraisal skills and ability to utilise research evidence in practice • Good communication skills, both written and verbal • Able to adapt to change and have an open approach to new ways of working • Caseload organisational skills • Able to travel within geographical areas using varying modes of transport • Able to deliver the physical demands of the role e.g. carry work essential equipment. 	AF/IV
Assessment will take place with reference to the following AF – Application Form, IV – Interview, P – Presentation, T-Test, C Certificate		