

# Small Heath School and Sixth Form Centre

## Job Description – School Nurse, part time

**Responsible to:** Assistant Headteacher responsible for Inclusion

### **Duties and Responsibilities:**

- Promote and monitor health, including identifying ill health developmental concerns and behaviour problems and plan care to meet the needs of individual pupils.
- Liaise with the PDC Coordinator and support the Personal, Social, Health and Economic (PSHE) curriculum in certain aspects as required e.g. puberty, healthy lifestyle, hygiene, sexual health and relationships, obesity, eating disorders, drug and alcohol abuse and smoking.
- Monitor and update pupil care plans and produce health plans for children with disabilities, long or short term health conditions.
- To provide support, advice and counseling to our pupils, referring those pupils experiencing health problems or medical needs to the appropriate agency in consultation with parents where appropriate.
- Provide support and training to our school based first aid staff on First Aid, EpiPen use, epilepsy, diabetes, asthma etc.
- Promote develop and deliver health education programmes and promote healthy lifestyles e.g. exercise, healthy eating, combating obesity and eating disorders. Contribute to action plans and school improvement priorities by promoting health issues. Advise and work with the Healthy School Council.
- Assist with the coordination of immunisation programmes, following local and Government policies.
- Facilitate the planning and implementation of drop-in sessions/clinics, increasing the access of health services for pupils. Provide confidential health advice for our pupils.
- Promote good parenting skills by advising and supporting our parents.
- Provide advice to our Human Resources Officer on medical conditions relating to staff absence/illness.
- Maintaining accurate and confidential records on all pupils seen
- To attend training as directed by the school e.g. Child Protection and keep up to date with professional and clinical knowledge and issues affecting children.
- Assisting as and when required with such duties as may be commensurate with the grade and nature of the post