

## SCHOOL NURSE

### BASIC FUNCTION:

Under direction of the Administrator of Health Services, School Nurses strengthen and facilitate the educational process by improving and protecting the health status of children and by identification and assistance in the removal or modification of health-related barriers to learning in individual children. The major focus of school health services is the prevention of illness and disability, and the early detection and correction of health problems. The school nurse provides services to one or more school sites, preschool through grade 12, and to students 0-22 years of age.

### REPRESENTATIVE DUTIES:

#### ESSENTIAL DUTIES.

Exercises supervision of paraprofessionals as assigned.

Conducts mandatory screening programs according to state law.

Assists with the immunization program and with the Child Health and Disability Prevention program.

Assesses and evaluates the health and developmental status of pupils to identify specific physical disorders and other factors relating to the learning process, communicates with the primary care provider, and contributes significant information in order to modify the pupils' educational plans.

Interprets the health and developmental assessment to parents, teachers, administrators, and other professionals directly concerned with the pupil.

Designs and implements a health maintenance plan to meet the individual health needs of the students, incorporating plans directed by a physician.

Refers the pupil and his or her parent/guardian to appropriate community resources for necessary services.

Assists parents and pupils to solve financial, transportation and other barriers to needed health services.

Maintains communication with parents and all involved community practitioners and agencies to promote needed treatment and secures reports of findings pertinent to educational planning.

Interprets medical and nursing findings appropriate to the student's individual educational plan and makes recommendations to professional personnel directly involved.

Participates in developing Individual Educational Programs.

Provides appropriate staff training and supervision of specialized Health Care Procedures.

Counsels pupils, parents and school staff by:

- a. Exploring health-related attendance problems.
- b. Helping parents, school personnel and pupils understand and adjust to physical, mental, and social limitations.
- c. Exploring with families and pupils, information, and values which affect their health behavior.
- d. Participation at student study team meetings when appropriate.

Supervises the distribution of medication taken by students.

Participates in planning the implementation of proper emergency care and first aid for sudden illness or accident, and gives general assistance when available.

Plans and coordinates the work of paraprofessionals, parents, and volunteers as assigned.

Keeps accurate records and makes available information appropriate for inclusion in the cumulative records of pupils. Executes and prepares such forms, records, and reports as may be called for in the management of the school health program at the school site and district level.

Assist school staff in the control of communicable diseases through early detection, exclusion, reporting and training.

Consults with, conducts in-service training to, and serves as a resource person to teachers and administrators. Acts as a participant in implementing any section or sections of a comprehensive health instruction curriculum for students by providing current scientific information regarding nutrition, preventive dentistry, mental health, genetics, prevention of communicable diseases, self-health care, consumer education, first aid, CPR, family life education and other areas of health,

Reports suspected child abuse according to state law.

Maintains standards of pupil behavior conducive to health care within the health room and surroundings.

Exercises supervision and care over furniture, books, supplies, and equipment entrusted to his/her care relating to the health program, and instructs pupils in the proper use and preservation of school properties.

Maintains regular and prompt attendance in the workplace.

Complete other duties as assigned.

#### KNOWLEDGE AND ABILITIES:

##### KNOWLEDGE OF.

- Student health needs.
- Health Education curriculum and methods.
- Environmental control as it relates to students, parents and staff.
- State and federal regulations and district policies and procedures which govern program and curriculum.
- Effective health room management techniques and organizational skills.
- Operation of a computer and standard operating software.

##### ABILITY TO.

- Communicate effectively, orally and in writing.
- Establish and maintain effective working relationships with staff, parents, and students including developmentally delayed and/or disabled children.
- Train, supervise and evaluate subordinates.
- Understand and accept cultural differences in students and parents.
- Analyze situations and adopt effective courses of action.
- Collect and compile data and prepare appropriate reports.
- Maintain physical, mental and emotional stamina to perform the duties and responsibilities of this position.

#### EDUCATION AND EXPERIENCE:

An approved health services credential as a school nurse, or a credential of equivalent authorization issued by the California Commission for Teacher Preparation and Licensing. Two years experience as a school nurse and/or public health nurse preferred

**LICENSES AND CERTIFICATIONS:**

Must possess a valid Registered Nurse License, Current CPR Certificate, First Aid Certificate and a valid California Driver's License. Must possess a School Audiometrist Certificate within one year from date of hire.

**WORKING CONDITIONS.**

**ENVIRONMENT:**

Indoor work environment,

**PHYSICAL DEMANDS.**

Must have/be able to:

- Dexterity of hands and fingers to operate medical equipment.
- See, hear and speak with/without assistive devices sufficient to communicate effectively with others.
- Lift and move students as assigned by the position.
- Frequently bend at the waist, kneel or crouch to assist students.
- Reach overhead, above the shoulders and horizontally to retrieve supplies.
- Sit or stand for extended periods of time.
- See to read a variety of materials and screen student health conditions.
- Lift and/or carry up to 40 lbs.
- Occasionally lift up to 150 lbs to table height with assistance,
- Occasionally lift up to 50 lbs to table height.
- Walk for extended distances.
- Perform CPR maneuvers for an extended period of time.
- Move quickly to respond appropriately to emergencies anywhere on campus.

**HAZARDS:**

Exposure to blood-borne pathogens and bodily fluids.

**SALARY PLACEMENT:**

Stockton Pupil Personnel Association (SPPA)

Salary depending on number of working days

Board Approval: 09/09/13



<http://www.edjoin.org/jobDescription.aspx?descriptionID=55300>