

JOB TITLE: Special School Nurse

(Children with Special Needs)



GRADE: Band 6

HOURS: 37.5 hours per term time plus two weeks.

RESPONSIBLE TO: Head of School

#### JOB SUMMARY:

The post holder will be the special school nurse for children with very complex health needs in at Fountaindale Special School. Pupils have a range of medical needs including Epilepsy, Cerebral Palsy, Complex Respiratory Needs, PMLD, Autism and additional complex health needs .

The School Nurse will have responsibility for providing both direct nursing care, training to school staff on management of medical issues for children attending the provisions including gastrostomy feeding, medications management, epilepsy and management of long term conditions.

The School Nurse will work in partnership with, other health professionals. in assessing, reviewing and meeting the needs of children and young people in the school. The School Nurse will undertake health assessments and provide specialist-nursing advice on complex areas such as PEG feeding, enuresis, suctioning, continence, and management of medication. School nurse will also be available to assist and support in emergencies.

#### MAIN RESPONSIBILITIES:

##### Clinical

1. To manage the in school health provision of special needs children.
2. To assess the nursing needs of all children entering Fountaindale School in liaison with parents/carers, health professionals and the Education Department.
3. To ensure that every child with an identified nursing need has a an active Health Care Plan which is completed with school and agreed with the child and their parents/carers. This should be reviewed and evaluated at regular intervals.
4. To act as a source of specialist health advice to teachers and support staff within the school, including participating in, developing and providing in-service training in response to identified needs, e.g. Nasogastric/Gastrostomy, suctioning .
6. To support the training of school staff to administer medication, manage general health concerns and follow protocols for medical emergencies
7. Assist in the control of outbreaks of infectious diseases and infections and advise school staff and parents on preventative measures to limit the spread of infection.
8. To act in accordance with agreed inter-agency protocols, taking prompt action in relation to children where there is cause for concern.
9. To provide child specific or whole school training sessions on issues related to managing health (ie: acute asthma, sexual health, bereavement) respiratory health including Oxygen administration and suctioning and other specific needs eg central lines .
10. To attend specialist clinics as required (ie: enuresis, continence advice and nappy assessments).

11. To be available for parents/carers who need support and advice.

#### COMMUNICATION AND RELATIONSHIP SKILLS:

To be able to gather information that may be sensitive or complex and analyse it as part of a full assessment of a pupil's strengths and difficulties.

To work closely with pupils, parents and carers using empathy, tact, reassurance and active listening to manage health care plans.

#### KNOWLEDGE, TRAINING & EXPERIENCE:

1. To identify own training needs as part of the Professional Development Review
2. To take students and HCAs developing their skills maintaining records on their performance and competencies
3. To keep up to date with current clinical developments through reading, attendance at courses and meetings
4. To attend clinical supervision
5. To maintain up to date NMC professional registration at all times.

#### PLANNING AND ORGANISATIONAL SKILLS:

1. To manage and prioritise own workload
2. To plan and organise groups and training, as required.

#### PHYSICAL SKILLS:

1. To move equipment and clients safely during assessment
2. To use a keyboard to input data, access emails and produce individualised therapy advice as required.

#### POLICY/SERVICE DEVELOPMENT AND IMPLEMENTATION:

1. To understand and adhere rigorously to the Safeguarding and Child Protection procedures
2. To be aware of and adhere to all school policies
4. To maintain school's health provision policy

Hours of duty: 8.30 – 4.30

Note: this job description is a reflection of the position and the postholder is expected to view it as a guide rather than an exact description of all duties and responsibilities. It may be varied from time to time in consultation with the postholder