

**TITLE:** School Nurse

**QUALIFICATIONS:**

1. Meet licensing requirements for RN
2. Teaching certificate or teaching experience preferred.

**REPORTS TO:** Building principals

**JOB GOAL:** Shall be responsible for the school's K-12 health program. The school nurse is a member of the educational team, whose goal is to assist children and teachers toward better achievement, through improved physical and emotional health.

**PERFORMANCE RESPONSIBILITIES:**

1. Conduct periodic required student health examinations and referrals for the student body.
2. Maintain necessary student files indicating their compliance with state statute and Board Policy.
3. Submit annually, Immunization Report to the State Health Department.
4. Submit suggestions to the administration for the improvement of the school health program.
5. Requisition adequate supplies for the health department of the school system.
6. Consult with district staff concerning student health problems.
7. Provide direct care, supporting inclusion of students with special needs, developing and implementing individualized health care plans.
8. Be alert for any possible outbreak of contagious diseases.
9. Perform periodic health-related screenings.
10. Chair district *Safety & Wellness Committee*.
11. Consult with building principals regarding health training. Conduct training when directed.
12. Work with the physician, school personnel, and parents, as individuals and groups, to formulate and carry through adequate follow-up measures recommend as a result of health examinations.
13. Assists in the prevention of the spread of communicable diseases, handling of accidental injuries, sudden illness, and other emergencies.
14. Communicate interventions on Student/Employee Incident forms.
15. Contributes to the teachers understanding of student health and wellness.
16. Manage acute, chronic, episodic and emergency student care.
17. Contributes, at the teacher's request, authentic health facts which can be used in health instruction, first aid, and accident prevention.
18. Plans with and assist teachers, upon request, in the instruction of curricular health units.
19. Consults with SAT and IEP teams to recommend student accommodations.
20. Participates in the formulation of policies, standards, and objectives of the school health program.
21. Evaluates health programs periodically and keeps informed of new legislation effecting district health priorities and needs.
22. Participates in annual *Medicaid* time(s) study as requested.
23. Keeps the Superintendent and Principals informed about any and all problems.

24. Consults with advisory groups as directed.
25. Serves as liaison to school personnel, family health care professionals and the community-linking school health to healthy communities.
26. All other district-related duties as assigned by supervisor.

**ESSENTIAL FUNCTION:** Regular and reliable attendance is an essential function of the job.

**TERMS OF EMPLOYMENT:** This is an hourly (non-exempt) position under the provisions of applicable Board Policy; with a compensation package as stated in the *Classified Employee Hiring schedule* at an hourly rate determined by the Board of Education

**EVALUATION:** Performance will be evaluated annually by the Building Principal.