

| | | |
|--------------------|--|--|
| Job Title: | School Nurse |  |
| Service: | Warwickshire School Health & Wellbeing Service | |
| Reports To: | School Nurse Team Leader | |

Service Overview:

The School Health & Wellbeing Service is a high quality, visible, accessible and confidential outcome focussed service that improves the health and wellbeing of children and reduces health inequalities for school aged children and young people in Warwickshire.

The service delivers key elements of the universal Healthy Child Programme (including NCMP, annual Health Needs Assessments at key staged contacts) as part of the service offer to school-aged children and families (aged 5-19 years up to 25 with special educational needs) and priority partners/wider stakeholders.

The service will lead, deliver, develop and evaluate preventative services and universal public health programmes within schools and community settings using innovative and evidenced models of delivery in accordance with local need (individual, school and corporate level). The services provided will be planned and reviewed annually based on the evidence of actual need derived from the universal offer in conjunction with other strategic needs assessment data.

Service Structure:

The School Health & Wellbeing service consists of a number of skill mix teams located in three geographical hubs across Warwickshire. The Service Manager is supported by a Senior Administrator and Team Leaders in each of the three hubs who provide oversight and local leadership to each of the skill mix team. Skill mix teams are directed by school nurses who hold a SCPHN qualification and will act as the named lead contacts for primary partners such as schools. Skill mix teams consist of registered nurses and appropriately qualified healthcare support staff relevant to the range of services offered as part of the universal Healthy Child Programme. Each team also includes administrators to oversee the co-ordination and day to day running of the service and hubs.

The team will adopt Corporate working; conducting appointments with children, young people and families from a wide range of child friendly locations across the County.

Job Purpose:

The School Nurse will hold a Specialist Community Public Health Nursing (SCPHN) qualification (School Nursing); and be an active member of the team leading and directing others to deliver positive outcomes for children, young people and families. They will be required to facilitate and deliver a range of assessments, brief interventions, proactive public health initiatives and work both independently and as part of a multi agency team around the family. Safeguarding will be an integral aspect of the role.

Role:
 Owner:
 Version:
 Review:

They will provide professional leadership information, advice and support to skill mix teams to enable the efficient and effective delivery of the School Health and Wellbeing Service. Discretion and confidentiality must be maintained at all times.

Key Duties and Responsibilities:

1. Service Delivery

- 1.1 To manage and deliver the Healthy Child Programme and delegate tasks and interventions to their skill mix team.
- 1.2 To act as the initial point of contact for children, young people, families, schools and partner agencies on health and wellbeing related issues and assess, facilitate/co-ordinate and refer on where appropriate
- 1.3 To respond swiftly and make a professional judgement to identified health needs following specific care pathways. Delegate and reassign to skill mix team in line with their role and responsibilities/competency level
- 1.4 To carry out secondary assessments, brief interventions and follow ups in response to identified need
- 1.5 To act as named leads for schools and lead their skill mix team predominantly at universal and universal plus level ensuring referral on to specialist agencies (partnership plus level) appropriately when required.
- 1.6 To analyse, evaluate and prioritise health needs data at different levels by means of utilising profile tools/accessing local data information from evidenced sources, e.g. (Chimat,TLM/HAPI, public health observatory) to influence and inform work undertaken within their skill mix team
- 1.7 Lead, develop and implement public health information/ initiatives by utilising an annual school public health plan in collaboration with other priority agencies
- 1.8 Oversee, deliver and support children, young people and families in need of universal plus services through the Common Assessment Framework and other processes. This includes taking the role of Lead Professional where required and delegate responsibilities to other registered nurses within the team
- 1.9 Oversee, deliver and support children and young people who have long term conditions or complex health needs including providing or coordinating support, education and training for families/carers, school staff in partnership with specialist healthcare professionals. This includes contributing to individual health care plans
- 1.10** Oversee, deliver and support health needs assessments and reviews for vulnerable groups (e.g. LAC, young carers).
- 1.11** To actively contribute where appropriate in line with role and responsibilities to safeguarding multi agency assessments, meetings and reports including CAF, CIN, LAC and CP.

Role:
Owner:
Version:
Review:

1.12 To proactively manage a caseload, prioritising cases according to risk and level of need and keeping up to date and accurate records.

2. Leading People

2.1 Effectively leads staff in order to deliver results; inspiring others to be positive in their everyday practice and service delivery

2.2 Contributes to ensuring adequate cover for the service throughout the year in collaboration with Team Leaders and Service Manager.

3. Developing Effective Relationships

3.1 Be an active member of the team and reflect Compass' values.

3.2 Actively works towards developing and sustaining effective working relationships with partner agencies in accordance with Joint Working Agreements/Service Level Agreements.

3.3 Build strong links with key departments within Compass and develop key relationships with colleagues in other services.

3.4 Take ownership and actively contribute to the development of sustainable partnerships, care pathways and shared expertise through the Compass specialist themed lead function.

4. Managing Self

4.1 Prioritise own workload within agreed objectives using your own initiative.

4.2 Take responsibility for own learning and professional development in line with Compass' Learning and Development framework

4.3 In conjunction with your line manager, take responsibility for shaping and directing your assigned specialist themed lead area of work and supporting others in the development of their themed area

4.4 Take responsibility for your own and others' health and safety in the working environment

4.5 Promotes equal opportunity and diversity within Compass

4.6 Ensure that confidentiality is upheld at all times in line with Compass policy

4.7 Ensure safeguarding responsibilities are delivered in line with role and competency level.

4.8 Works in accordance with Caldicott principles and Data Protection principles and adheres

Role:
Owner:
Version:
Review:

to all relevant Compass policies, procedures and guidelines

4.9 Maintain accurate records in line with the Compass policies and procedures

4.10 Skilful at managing conflict that may arise whilst working on behalf of Compass

4.11 To act as a role model in applying good infection control prevention and control policy and practice within Compass.

In addition to these functions the post holder is expected to:

Carry out other duties as may be reasonably expected in accordance with the responsibilities/competency level of the post.

It is essential that the post holder carries out their work within The Code: Professional Standards of Practice and Behaviour for Nurses and Midwives (NMC 2015) and Standards of Proficiency for Specialist Community Public Health Nurses (NMC 2008).

Key Working Relationships:

The post holder is required to build effective operational and strategic sustainable partnerships with key stakeholders. Whilst not an exhaustive list, key relationships include:

- Key Health and Wellbeing and/or pastoral leads within education
- LAC Health Team
- MASH, CSC teams and Safeguarding teams within Health
- Children and Family services
- Health Visiting and Family Nurse Partnership services
- Primary care services
- Fitter Futures, CAMHS, sexual health and substance misuse services
- A&E, paediatricians and managers within acute services
- Other voluntary organisations
- Youth Council and other children, young people and parent forums.

Financial Responsibilities:

N/A

People Responsibilities:

Responsibility for the facilitation and delegation of activities for all staff within their skill mix team.

Role:
Owner:
Version:
Review:



PERSON SPECIFICATION – School Nurse

| Attributes | Requirements | Essential/Desirable (E/D) | Identified By |
|--------------------------------|--|---|---|
| QUALIFICATIONS | <ul style="list-style-type: none"> Registered Nurse Specialist Community Public Health Nursing qualification (SCPHN - School Nursing) | E E | Application form Certificates |
| EXPERIENCE | <ul style="list-style-type: none"> Previous mentorship/preceptorship experience Caseload management responsibilities Working with vulnerable groups | E E D | Application form Interview |
| SKILLS & ATTRIBUTES | <ul style="list-style-type: none"> Demonstrate leadership and the ability to delegate and supervise staff. Recognition and escalation of risk, contributing to control measures. Planning workload, time management. Work under pressure and able to manage changing priorities Understand need for evidence and statistical data collection, and achieving targets. IT skills Team player and a dynamic personality. Multiagency/disciplinary working Excellent communication skills and able to relate to children and young people. Innovative practice and ability to influence others | E E E E E E E E E E E | Application Form Interview References |

Role:
Owner:
Version:
Review:

| | | | |
|--|--|--|--|
| | <ul style="list-style-type: none"> • Ability to analyse, evaluate and rationalise data and enable progressive models of delivery and intervention • Visionary approach to managing change and transition • Positive attitude; flexible and adaptable; solution focused; and tenacious • Be flexible and adaptable to meet business need • Has a strong degree of personal integrity | <p>E</p> <p>E</p> <p>E</p> <p>E</p> <p>E</p> | |
|--|--|--|--|

Role:
Owner:
Version:
Review: