

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

Purpose of the Role:

The School Staff Nurse will be an active member of the team working with others to deliver positive outcomes for children, young people and their families. They will be required to carry out a range of assessments, psychosocial 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.

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

Outline of the Post:

The post holder will be expected to:

1. Service Delivery

- 1.1 Support the qualified school nurse to implement and deliver the Healthy Child Programme.
- 1.2 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 Carry out secondary assessments and follow ups as delegated by the qualified School Nurse.
- 1.4 Carry out brief interventions following specific care pathways in response to identified need.
- 1.5 Deliver drop in sessions both in schools and community settings.
- 1.6 Work predominantly at universal and universal plus level referring onto specialist agencies (partnership plus level) appropriately in line with role, responsibilities/competency level.
- 1.7 Actively disseminate public health information/initiatives as part of a whole team approach.
- 1.8 Deliver public health information public health information/initiatives in line with the annual school public health plan in collaboration with other priority agencies.

Role: School Staff Nurse

Owner: HR

Version: August 2019

- 1.9 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 appropriate.
- 1.10 Deliver and support for children and young people who have complex and/or additional needs including providing or coordinating support, education and training for families/carers and school staff in partnership with specialist healthcare professionals. This includes contributing to individual health care plans.
- 1.11 Deliver and support health needs assessments and reviews for vulnerable groups (e.g. LAC, young carers).
- 1.12 Actively contribute where appropriate in line with role and responsibilities to safeguarding multi agency assessments, meetings and reports including CAF, CIN, LAC and CP.
- 1.13 Proactively manage a caseload, prioritising cases according to risk and level of need and keeping up to date and accurate records.

2. Developing Effective Relationships:

- 2.1 Be an active member of the team and reflect Compass' values.
- 2.2 Actively work towards developing and sustaining effective working relationships with partner agencies in accordance with Joint Working Agreements/Service Level Agreements.
- 2.3 Build strong links with key departments within Compass and develop key relationships with colleagues in other services.
- 2.4 Take ownership and actively contribute to the development of sustainable partnerships, care pathways and shared expertise through the Compass specialist themed lead function

3. Managing Self

- 3.1 Prioritise own workload within agreed objectives using your own initiative
- 3.2 Take responsibility for own learning and professional development in line with Compass' Learning and Development framework
- 3.3 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.
- 3.4 Take responsibility for your own and others' health and safety in the working environment
- 3.5 Promote equal opportunity and diversity within Compass
- 3.6 Ensure that confidentiality is upheld at all times in line with Compass policy

Role: School Staff Nurse

Owner: HR

Version: August 2019

- 3.7 Ensure safeguarding responsibilities are delivered in line with role and competency level.
- 3.8 Work in accordance with Caldicott principles and Data Protection principles and adheres to all relevant Compass policies, procedures and guidelines
- 3.9 Maintain accurate records in line with the Compass policies and procedures
- 3.10 Manage conflict that may arise whilst working on behalf of Compass
- 3.11 Act as a role model in applying good infection control prevention and control policy and practice within Compass.

It is essential that the post holder carries out their work within the context of relevant legislation, professional standards of practice and Compass policies and procedures.

In addition to these functions the post holder is expected to carry out such other duties as may be reasonably expected in accordance with the grade of the post.

PERSON SPECIFICATION

Qualifications, Experience and Knowledge:

ESSENTIAL

Qualifications

- NMC Registered Nurse

Experience

- Relevant experience of working with children/young people and families
- Working in teams
- Delivering interventions on a 1:1 and/or group basis
- Managing a caseload

Knowledge

- Safeguarding children and adults guidance and legislation
- Developmental needs of children and young people
- Equality and Diversity guidance and legislation
- Confidentiality, consent and mental capacity
- Risk taking behaviour and the resulting problems
- Mental and emotional health and wellbeing
- Data Protection guidance and legislation
- Computer packages including Microsoft Office and use of electronic patient record systems

Personal

Role: School Staff Nurse

Owner: HR

Version: August 2019

- Flexible approach to working outside normal office hours (evenings and weekends) or at different venues depending on service need
- Full UK driving licence and access to vehicle
- Able to undertake the demands of the post with reasonable adjustments where required
- Able to handle sensitive and confidential information and maintain discretion and confidentiality

DESIRABLE

- RN Dip HE Child/RSCN
- Community experience

Key Competencies/Personal Attributes:

The post holder must demonstrate strengths in the following competency areas:

- **Team Player** – able to work as part of a team, co-operate to work together and in conjunction with others and willing to help and assist whenever possible and appropriate.
- **Interpersonal Skills** – able to develop, establish and maintain positive relationships with others both internal and external to the organisation.
- **Autonomy** – able to work without direct supervision, prioritising work and acting on own initiative where appropriate; pre-empting problems and working to solve them.
- **Concern for Detail and Accuracy** – able to work in a thorough and methodical way to produce accurate, complete and consistent work.
- **Risk Management** – able to identify, assess and prioritise risk, eradicating risk where possible/minimising, monitoring and controlling the impact of risk and unforeseen events.
- **Self Awareness** – able to empathise with others, maturity to admit and rectify mistakes and strong degree of personal integrity to adhere to acceptable standards of behaviour.

Compass Values:

The post holder must demonstrate exemplary behaviour in all Compass values, personifying the values and inspiring all staff to do the same:

- Integrity: An unstinting commitment to honesty and openness in all our activities.
- Valuing Each Individual: Respecting the needs of each person and helping them gain greater control of their life.
- Being Solution Focused: Responding quickly and flexibly to current and emerging needs.
- Consistent & Reliable Approach: Always delivering on our commitments.

Safeguarding:

The post holder must demonstrate and share our commitment to Safeguarding:

- Work proactively to safeguard and promote the welfare of children, young people and vulnerable adults.

Compass is committed to promoting the welfare of all those we serve, as well as complying with best practice in the application of safeguarding and we expect all staff and volunteers to share our commitment. As part of our safer recruitment process, an enhanced DBS check will be undertaken before appointment as part of our pre-employment checking process and will be rechecked as and when determined by Compass. For further information about what is required in this process please go to www.gov.uk/disclosure-barring-service-check.

Compass is also committed to equal opportunities and expects all those employed or who volunteer to share our commitment.