

Job Title:	SEND 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 Clinical Nurse Manager, Senior Administrator and three Team Leaders, who provide oversight and local leadership to each of the skill mix teams. 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.

Supported by a Central Admin Team, the teams work corporately conducting appointments with children, young people and families from a wide range of child friendly locations across the County.

Job Purpose:

The School Special Needs Nurse will provide expertise and leadership to School Nurses and their skill mix teams in the delivery and development of the Healthy Child Programme including standardised referral and care pathways for children and young people with learning disabilities to ensure equitable access, engagement and care. They will be required to facilitate and deliver a range of assessments, brief psychosocial interventions, proactive public health initiatives and work both independently and as part of a multi agency team around the family. The post holder's caseload will consist only of children and young people with learning disabilities and/or complex health needs across mainstream and special schools county wide. Safeguarding and professional consultation will be an integral aspect of the role and discretion and confidentiality must be maintained at all times.

They will provide professional leadership and deliver workforce development; providing age

appropriate information, advice and support to skill mix teams to develop the necessary skills, knowledge and experience required to effectively support children, young people with SEND and their families.

Key Duties and Responsibilities:

1. Service Delivery

- 1.1 To contribute to the management and delivery of the county wide Healthy Child Programme specifically in relation to children and young people with SEND.
- 1.2 To support school nurses with the delegation and delivery of tasks and interventions within their skill mix teams.
- 1.3 To provide professional consultation to families, professionals, partner agencies and advice to staff within skill mix teams to increase confidence and competence of supporting children and young people with SEND in order to achieve equitable access and care across mainstream and special schools.
- 1.4 To act as the initial point of contact for children, young people, families, schools and partner agencies on SEND and health and wellbeing related issues and assess, facilitate/co-ordinate and refer on where appropriate.
- 1.5 To respond swiftly and make a professional judgement to identified SEND needs following specific care pathways. In conjunction with the School Nurse delegate and reassign to skill mix team in line with their role, responsibilities and competency.
- 1.6 To carry out secondary assessments, brief interventions and follow ups in response to identified SEND need.
- 1.7 To act as named lead with key priority partners, and in conjunction with the school nurse support the leadership of their skill mix team at universal, universal plus and partnership plus level ensuring referral on and involvement of other specialist agencies when required.
- 1.8 To contribute to the analysis, evaluation and prioritisation of health needs data, specifically focussing on SEND at different levels by means of utilising profile tools/accessing local data information from evidenced sources, to influence and inform work undertaken within their skill mix team.
- 1.9 Lead, develop and implement public health information/ initiatives by utilising an annual school public health plan in collaboration with other priority agencies.
- 1.10 Oversee, deliver and support children, young people and families in need of universal plus services through the Early Help process. This includes taking the role of Lead Professional where required and delegate responsibilities to other registered nurses within the team.
- 1.11 Provide expertise and leadership to the school nurse and skill mix teams to 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,

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school staff in partnership with specialist healthcare professionals. This includes contributing to individual health care plans and education and health care plans.

- 1.12 Contributing to the training, preceptorship and supervision of School Health and Wellbeing staff to enable them to support children and young people with SEND
- 1.13 Deliver and support health needs assessments and reviews for vulnerable groups (e.g. CiC, young carers) with learning disabilities.
- 1.14 To actively contribute where appropriate in line with role and responsibilities to safeguarding multi agency assessments, review meetings and reports including Early Help, CIN, CiC and CP.
- 1.15 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 supports the leadership team in all areas relating to SEND in order to deliver results; inspiring others to be positive and solution focused 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, Clinical Nurse Manager and Service Manager.
- 2.3 Provide effective clinical and safeguarding supervision for staff where required.
- 2.4 Be the single point of contact for SEND and WSHWBS staff.

3. Developing Effective Relationships

- 3.1 Be a proactive 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.
- 3.5 Lead on establishing and maintaining relationships with senior health and wellbeing pastoral leads within relevant schools.

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 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 2018).

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
- CiC Team
- MASH, CE 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.

People Responsibilities:

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



PERSON SPECIFICATION – SEND Nurse

Attributes	Requirements	Essential/Desirable (E/D)	Identified By
QUALIFICATIONS	<ul style="list-style-type: none"> Registered Learning Disabilities Nurse 	E	Application form
EXPERIENCE	<ul style="list-style-type: none"> Previous mentorship/preceptorship experience Caseload management responsibilities Working with children and young people with learning disabilities and/or complex health needs Providing effective clinical and safeguarding supervision for staff 	E E E D	Application form Interview
SKILLS & ATTRIBUTES	<ul style="list-style-type: none"> Demonstrate leadership and the ability to coach, delegate and empower professionals to provide equitable services for children and young people with SEND Recognition and escalation of risk, contributing to control measures. Planning workload, time management. Experience of teaching staff and educational colleagues 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 	D E E D E E E E E E	Application Form Interview References

	<ul style="list-style-type: none"> • Excellent communication skills and able to relate to children and young people. • Innovative practice and ability to influence others • 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> <p>E</p> <p>E</p>	
OTHERS	<ul style="list-style-type: none"> • Work flexibly as part of a wider team to best meet business need • Able to drive county wide and have access to a car 	<p>E</p> <p>E</p>	<p>Application Form</p> <p>Interview</p> <p>References</p>