



<b>JOB DESCRIPTION:</b>	<b>School Nurse</b>
<b>REPORTING TO:</b>	<b>Deputy Headteacher Pastoral &amp; Operations</b>

**Job Purpose:** To plan, implement, coordinate and evaluate the school's health services within St. Saviour's school. To maximise the quantity of in-class time by reducing the incidence of health-related absenteeism and eliminate or minimise health problems which impair learning. The School Nurse will report to the Deputy Headteacher Pastoral & Operations.

## RESPONSIBILITIES

- To participate in the implementation of school-health services, procedures and collate reports on each pupil on their health record.
- Communicate about children's health with parents and assist in the control of communicable diseases/outbreak.
- Responsible for maintaining and updating cumulative health records.
- Responsible for organising health programmes regarding hygiene for all staff and to deliver a health talk to pupils during class sessions/assembly.
- Serve as the health care consultant for school staff, pupils and their parents
- Organise the pre-employment health checks for all new members of staff prior to starting at the school, evaluate, interpret the results and liaise with key members of staff if they are not done on time.
- Identifies health findings, which do not fall within the normal range.
- Develop training and monitor staff that provide health services, including delegated procedures, the administration of medication to students, and other health related mandated activities.
- Coordinate the establishment of guidelines, procedures and training in First Aid/CPR Program for staff.
- Organise tests for all pupils (eye tests, dental checks and hearing tests on a regular basis).
- Escort pupils to hospital in emergencies.
- Be available to provide first aid during ECAs on Saturdays and external Sports competitions.
- Maintain registration with NMCN and attend CPD training as required.
- To undergo training to benefit from updated medical knowledge
- Complete, with priority, any other reasonable tasks as assigned.

<b>Qualifications</b>
<ul style="list-style-type: none"> <li>• <b>Bachelor's Degree or Diploma of Nursing from an accredited nursing college or University.</b></li> <li>• <b>Hold and maintain a current nursing license to practice in Nigeria.</b></li> </ul>
<b>Work Experience</b>
<ul style="list-style-type: none"> <li>• Three – Five years (3-5+) proven experience on a similar position</li> </ul>
<b>Skills and Competencies</b>
<ul style="list-style-type: none"> <li>• Be committed and hard-working, with high expectations of themselves and the children in their care.</li> </ul>



- Demonstrate excellent interpersonal skills and the ability to work with diverse groups of colleagues and children.
- A team player with excellent communication skill.
- Caring, compassionate, dedicated, and professional.
- Awareness of the importance of Child Protection and Safeguarding of young people.
- Strong IT skills (MS Word, Excel, Outlook)
- Willing to work out of hours as and when school functions occur.