

BRET HARTE UNION HIGH SCHOOL DISTRICT

Job Specification for School Nurse

BASIC FUNCTION: Under the direction of the Superintendent and Site Administrators, the School Nurse will conduct health services and health education for students and case managed families. The nurse will strengthen and facilitate the educational process through the improvement of the health status and expansion of knowledge base of the student. The nurse will function in accordance with state law, California Education Code, and district policies and procedures.

ESSENTIAL JOB FUNCTIONS

1. Promotes and monitors the health status of students at multiple campuses.
2. Organizes, plans and administers the school health program in accordance with state law and district policies and procedures.
3. Is a contributing member of the school staff in interpretation, communication and remediation of health problems of students.
4. Consults with administrators, teachers and other school staff to develop objectives for a health program which includes programs prescribed by California Education Code or Health and Safety Code.
5. Reviews health histories, observes students in classroom and setting to identify health problems which may affect the learning process.
6. Identify students and families in need of health counseling to modify behaviors.
7. Provide individual and group In-service instruction for teachers and parents in health education.
8. Manage prevention and control of communicable disease in the school population in accordance with state and local regulations.
9. Serves as a team member and resource person to teachers, staff, and students in development of comprehensive health education curriculum.
10. Work with community agencies with regard to school health programs and services for families with special needs.
11. Supervise administration of medication to students.
12. Provide training for teachers and office staff on medical emergency procedures.
13. Make home visits when necessary or requested.
14. Assists in identification of students in need of special program services.
15. Participates as health specialist on multi-disciplinary team which works to develop the Individual Educational Plan (IBP).
16. Participates in development of IEP, assessing and summarizing health conditions which may affect student's learning; writes health goals as part of IEP plan; oversees implementation of goals.
17. Provides In-service/workshops on first aid, CPR, Family Life, health curriculum.
18. May provide health education to classes upon request of teacher or site administrator.
19. Coordinates state mandated vision, hearing, scoliosis screening, including referrals and follow-up.
20. Assumes responsibility for proper verification of individual student compliance with CHDP and immunization requirements.
21. Maintains health records.
22. Serves as member of district Crisis Intervention Team.

DEMONSTRATED KNOWLEDGE AND ABILITIES:**KNOWLEDGE OF:**

1. Theories of child growth and development including normal and atypical child development.
2. State school health mandates including specialized physical health care guidelines, medical emergency skills, and use of a transdisciplinary team approach.
3. IEP process and law as it relates to education students with disabilities.
Policies and procedures concerning communicable diseases.
4. Family Life, First Aid, and Comprehensive Health curriculums.
5. Laws, rules, policies and regulations regarding provision of health services.
6. Availability and utilization of community resources.

ABILITY TO:

1. Work independently, using time management, organizational and leadership skills. Establish professional rapport with school personnel, medical community and parents.
2. Identify and assess health-related problems and/or issues in students and staff and provide appropriate resources and/or interventions.
3. Relate to staff, students, parents and community members in a positive mode.
4. Identify and utilize community health resources.
5. Conduct in-service training and provide health counseling.
6. Organize, manage and supervise specialized health care needs of special education students.
7. Collaborate with inter-disciplinary professionals in evaluating individual student health needs and school health programs.
8. Read, interpret and apply rules, regulations, policies and procedures.
9. Meet schedules and deadlines.

LICENSES OR OTHER REQUIREMENTS:

- Valid Health Services credential, School Nurse or eligibility (B.S. Nursing & California R.N.)
- School Audiometrist Certificate
- A valid and appropriate California driver's license.

PHYSICAL REQUIREMENTS:

Employees in this position must have the ability to:

- Stand, sit and walk for extended periods of time.
- Work at a desk, conference table or in meetings of various configurations.
- Stand, walk, and bend over; reach in all directions, including overhead; grasp, push, pull and move objects not exceeding 50 pounds; lift and/or carry up to 25 pounds to waist height; bend, twist, stoop, kneel, run, crawl.
- Perform light physical exertion.
- See for purposes of reading printed matter and observing students. Hear and understand speech at normal levels and on the telephone.
- Communicate so others will be able to clearly understand at conversational levels and on the telephone.

SALARY: Appropriate placement on the Certificated Salary Schedule.

Board Approved: June 5, 2023

The Governing Board prohibits district employees from discriminating against or harassing any other district employee or job applicant on the basis of the employee's actual or perceived race, color, ancestry, national origin, age, religious creed, marital status, pregnancy, physical or mental disability, medical condition, genetic information, military and veteran status, sex, sexual orientation, gender, gender identity, gender expression, or association with a person or group with one or more of these actual or perceived characteristics.