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**JOB DESCRIPTION**

**Public Health School Nurse**

**Public Health Nursing 4 Slough**

**0-19 (25) Integrated Service**

**Employing Organisation:** Solutions 4 Health

**Contract Type:** Full Time, Permanent

**Salary:** £32, 933 - £39, 681 per annumdepending on level of experience

**Place of Work:** Slough

**Responsible to:** Public Health Nursing Manager

**Accountable to:** Head of Public Health Nursing and Safeguarding

**Company Division:** Healthcare

**Closing date:**  Ongoing need to fill this role

*Please note: If you have not heard within 6 weeks of the closing date you have not been successful on this occasion****.***

**JOB SUMMARY**

We are looking for enthusiastic and motivated individuals who are passionate in delivering public health to the local community. This is an exciting time for individuals looking for new challenges to join our team with many opportunities for development.

The ideal candidates will be hardworking and adaptable individuals who are passionate about high quality teamwork. The post holders need to be able to evaluate and prioritise work, responding quickly to daily changes in work pattern.

**Values**

The School Nurse working within the Public Health Nursing 4 Slough 0-19 (25) integrated service will act in a way which demonstrates our core values, mission statement and vision by putting them into practice with service users, their friends, family and carers, other staff members and multi-agency partners.

**MAIN DUTIES AND RESPONSIBILITIES**

***The specific accountabilities of this role will be flexible and will change to meet the needs of the organisation as required but will include (or be equivalent in nature to) those listed below:***

* To deliver a public health message in schools and community settings
* To search for health needs in the community and schools, identifying need in relation to national and local agenda
* To act as a health link for other agencies e.g. Education welfare, voluntary services, public and private agencies
* Identify vulnerable families and mobilize appropriate resources
* Manage workload in a corporate way within the integrated team
* Prioritise workload to reflect a service based on reducing health inequalities
* To undertake leadership responsibilities within the team and service
* Committed to safeguarding and early intervention and prevention of ill health
* In accordance with school nurse objectives and priorities agreed; deliver a quality, accessible service
* Accepts accountability for their own clinical practice including clinical supervision
* Act as an advocate for the school age child
* Act as an advocate for the child with special education needs or disabilities up to the age of 25
* Be proactive in multiagency working and collaboration to improve life chances for all children
* Carry out specific health and developmental screening where identified, or delegate responsibility where appropriate to other team members
* Facilitate group work for health promotion programs
* Work in partnership respecting equality and valuing diversity.
* Participate in the evaluation and review of the post with team manager and service lead
* Support and promote the National Healthy Schools Standard to advise school on health-related policy.
* Work flexibly to meet the needs of the local population, this will include some evening and weekend work.

***Analysis, judgements and decision making***

* Assess the physical, developmental, and emotional needs of children within the context of the family and environment.
* Provide evidence-based support to best meet needs identified through assessments. This may include signposting to other agencies
* Assess the need for further support for disadvantaged families and those in need of safeguarding. Ensure that the analysis and decision-making process is explicit within records.
* Assess the health needs within a defined neighborhood school population, through the use of public health information, school health profiling and individual health questionnaires.
* Innovate and implement identified target services to reduce health inequalities.
* Access Safeguarding Supervision, Clinical Supervision and Management Supervision as stated within the current organizations policy documents.
* Manage, analyse and communicate information relating to health and performance data.
* Report incidents and support local investigations.
* Contribute to the audit and evaluation of service delivery

***Planning and Organising***

* Lead and deliver the Healthy Child Program, in line with local standard operating guidance.
* Deliver health promotion relevant to local need.
* Plan, organise and evaluate straightforward and complex activities or programs to reduce health inequalities
* Participate actively in neighborhood multi-agency and multi professional planning meetings.
* Be able to deliver presentations to a multi-agency audience.
* Provide a suitable learning program for pre/post registration nursing students and new members to the School Nursing Team, through the development of induction programs, mentorship and preceptorship.
* Ensure that young people actively participate in the design delivery and evaluation of the service. Developing a range of systems to ensure that children and young people are heard as part of the participation strategy.
* Manage own workload, reporting issues to the Clinical Team Leader, when difficulties arise, offering solutions where possible.

***Clinical***

* Undertake and delegate health assessments of individuals in a wide range of environments and across a broad spectrum.
* Maintain accurate and comprehensive nursing administrative and statistical records, regularly providing management with returns and statistics as requested and required by Solutions4health, ensuring legal requirements are met
* Act as a named school nurse for an identified number of schools
* Oversee the work of Staff Nurses within their own identified/delegated schools.
* Work in partnership with clients to assess, plan, implement and evaluate programs of care for individuals and families.
* Support children, young people and their parents/careers and schools to manage children with long term conditions.
* Contribute appropriately to outbreak responses in line with PHE Health Protection Unit.
* Deliver programs of care in accordance with School Nursing Standard Operating Guidance and Care Pathways.
* Promote the health, wellbeing and developmental needs of children and young people aged 5 -19(25) and their families.
* Promote the safeguarding of children through multi-disciplinary team working and work within the Slough’s LSCBs policies and S4H procedures and guidance for the protection of children. Be aware of emerging issues such as sexual exploitation, gang violence and extremism.
* Maintain caseload responsibility for children with a safeguarding plan and delegate appropriately to other members of the school nurse team.
* Ensure that confidentiality and the rights of consent relating to young people are followed and that young people are treated with dignity, respect and empathy and in a non-judgmental manner by all members of the school nurse team following Department of Health and Education Guidelines.
* Work in partnership supporting individuals and families; to develop problem solving skills, the fostering of positive relationships and promotion of health.
* If an independent non-medical prescriber, work within the framework of professional accountability.
* Report relevant clinical information/clinical issues to the Professional Lead and Clinical Team Leader.
* Maintain knowledge of infection control procedures and implement recommendations as necessary
* Contributing to the development of proposals, by participating in working groups or providing feedback as required.
* Plan, facilitate and deliver Public Health promotion opportunities one to one and group activities in the community and school setting, this may include sexual health clinics and enuresis clinics.
* Support the school-based immunization and vaccination program e.g. HPV and other public health initiatives
* Facilitate/deliver training sessions where identified health needs require training for non-medical school staff

***Professional***

* To undertake specific IT systems training according to the needs of the post. This will require a competent level of computer literacy
* Use a range of skills to communicate, taking account of the culture, ethnicity, disabilities, developmental age, and environmental settings
* Maintain appropriate professional boundaries in the relationships you have with patients and clients
* To work in a safe manner always and comply with S4H, NMC and health and safety policies and procedures always
* Work within a framework that actively supports clinical governance principles. Participate in activities relating to the promotion of the quality of services including audit.
* Support development by attending training
* Develop practice in response to changing needs to specific groups in accordance with NMC Code of Professional conduct (2002).
* Prepare and write referrals and reports for relevant agencies and multi-agency meetings, including Safeguarding Case Conferences, court reports and multi-disciplinary conferences on children with special needs, supported by Peer Supervisors and Named Nurses as required.
* Completes electronic records, which is the primary record, in accordance with the *Record keeping: Guidance for nurses and midwives* (NMC, 2009), and Trust Policies, for example, ensuring that records are contemporaneous and accurate. Where paper records are required, they will comply with the same standards, be legible, and stored securely.
* Maintain personal responsibility for continuing professional development and performance
* Ensure personal portfolio is kept up to date in line with the NMC’s revalidation requirements
* Act as an autonomous, accountable practitioner and practice within the scope of the *code: Standards of conduct, performance and ethics for nurses and midwives* (NMC, 2008) and S4Hs policies and procedures.

**ADDITIONAL INFORMATION**

**Other Duties**

The duties and responsibilities in this job description are not exhaustive. The post holder may be required to undertake other duties that may be required from time to time within the general scope of the post. Any such duties should not substantially change the general character of the post. Duties and responsibilities outside of the general scope of this grade of post will be with the consent of the post holder.

The post holder may be required to work flexibly to meet the needs of the local population. This may include some evening and weekend work.

**Information Governance**

Employees of S4H must comply with the provisions of the Data Protection Act 1998. The post holder must not; either during their employment, or following termination of their employment, disclose any information relating to service users or employees, or of the lawful business practices, of the organisation.

The post holder will be required, when and where appropriate to the role, to comply with the processing of requests under the Freedom of Information Act 2000.

The post holder must comply with S4H policies that protect the information assets of the organisation from unauthorised disclosure, modification, destruction, inappropriate access, or use.

The post holder will be responsible for maintaining all clinical and/or corporate records that fall within the remit of this role to the standards in S4H's records management policies, and data quality processes and standards.

**Health & Safety**

Compliance with the Health & Safety at Work Act 1974 – the post holder is required to fulfill a proactive role towards the management of risk in all their actions. This entails the risk assessment of all situations, the taking of appropriate actions and reporting of all incidents, near misses and hazards, and a statutory duty of care for their own personal safety and that of others who may be affected by their acts or omissions.

**Safeguarding is Everyone's Business**

S4H has a responsibility to ensure that all children, young people, and adults are adequately safeguarded and protected. Therefore, all S4H employees, temporary staff and volunteers are required to adhere to S4H safeguarding policies and procedures in addition to local and national safeguarding policies and to act upon any concerns in accordance with them.

For children you should be aware of your responsibilities detailed in the ‘4 Local Safeguarding Children Boards Child Protection Procedures’ and for adults as detailed in the Care and Support Statutory Guidance issued under the Care Act (2014).

**Training & Professional Development**

The post holder will work within the NMC Code of Professional Conduct and demonstrate relevant professional development activities including CPD, clinical updates, attendance at Journal clubs and production of portfolios.

The post holder must attend any training that is identified as mandatory to their role.

**Clinical Supervision**

It is mandatory for all professionally qualified staff and clinical support staff to actively participate in clinical supervision as an integral part of their professional development. Clinical Supervision will be monitored via agreed review and appraisal mechanisms.

**Equality, Diversity & Human Rights**

It is the responsibility of every person to act in ways to support equality and diversity and to respect human rights, working within the spirit and detail of legislation including the Equality Act 2010 and the Human Rights Act 1998. S4H is an equal opportunities employer and aims to challenge discrimination, promote equality, and respect human rights.

**Quality & Risk**

S4H requires all its employees to actively participate in quality improvement and risk management, both at a professional level and service level. The post holder will therefore be required to participate in quality and risk programs as an integral part of their position.

**Confidentiality**

S4H employees are always required to exercise discretion and maintain confidentiality according to Policy

**Eligibility to Work in the UK**

All applicants must be eligible to work in the UK. We only accept applications from candidates who are legally entitled to work in the UK.

**Disclosure and Barring Service Check**

All Solutions 4 Health employees either in direct contact with patients and/or with access to patient data are required to pass a Disclosure and Barring Service (DBS) check.

It is a requirement of this post that you undertake an enhanced DBS check, and you will be asked to complete and sign a Disclosure Form giving permission for the

screening to take place. If you refuse to sign the form your appointment will not be progressed further.

**No Smoking Policy**

Solutions 4 Health has a No Smoking Policy, which does not allow smoking by staff or visitors on any of our premises.

**Occupational Health Clearance and Immunisation**

The post may be subject to Occupational Health clearance, and immunization against certain diseases may be required. These will be discussed with you during the recruitment process where applicable.

**PERSON SPECIFICATION**

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| **Person Specification**  **Public Health Nurse- School Nurse** | | |
| Criteria | Essential | Desirable |
| ***Qualification***  *special/vocational training/or* equivalent experience | **Both of the following qualifications:**  Registered Nurse  BSc/MSc Hons Public Health Specialist Practitioner (School Nursing) or equivalent (NMC Registered Part 3) | Teaching/Mentorship qualification  Evidence of ongoing learning & professional development  Nurse prescribing |
| **Knowledge** | • Healthy Child Program (DH 2009)  • Normal child development  • Current political drivers relevant to CYP. i.e. healthy eating/lifestyles, smoking cessation, behavior management, positive parenting  • Clinical governance  • Clinical supervision  • Inequality and its impact on health  • Understanding of the process of research, and evidence-based practice to promote good health  • In depth knowledge of the policies related to:  • School Nursing  • Healthy Child Program (DOH 2009)  • Children Act 2014  • Working Together to Safeguard Children (2015) |  |
| **Experience (general/specific*)*** | • Experience of coordinating clinical staff.  • Experience of working in integrated teams  • Demonstrates leadership skills  • Understands the needs of the school age child  • Conducting clinical audit and risk assessments  • Knowledge and skills necessary for the development, documentation, and evaluation of health promotion programs.  • Working with CYP in a range of health settings  • Experience of working collaboratively with other | • Experience of staff conflict resolution and operational planning.  • Managing skill mix teams.  • Challenging clinical practice |
| **Skills and capabilities** | Good listening skills and powers of observations  Excellent attention to detail with ability to input data accurately and good attention to detail in all aspects of work  Ability to work under pressure in a busy working environment and able to multi-task.  Ability to communicate effectively with other disciplines and agencies  Escalating problems or issues at an early stage for effective intervention  Flexible approach to role, commitment, and ability to learn new skills  An imaginative and creative approach to planning.  Car driver who holds current driving license and is willing to travel to multiple sites. |  |

**OUR MISSION**



To empower Families in our Community to find Solutions 4 Health and Wellbeing