TRAVIS UNIFIED SCHOOL DISTRICT

Reaching beyond the boundaries to build a community of learners.

**TITLE: School Nurse** **CLASSIFICATION: Certificated**
**DEPARTMENT: School Site**

**BRIEF JOB DESCRIPTION**

The school nurse provides leadership and guidance in the development of the total school health program, including curriculum development.

**POSITION QUALIFICATIONS**

**MINIMUM QUALIFICATIONS:**

- Shall possess a valid California credential authorizing service as a school nurse within the designated assignment.
- The school nurse shall exhibit appearance, grooming, and personality which tends to establish a desirable example for students. Physical, emotional and moral qualifications shall equal those required by the Education Code, State of California.

**PREFERRED QUALIFICATIONS:**

- Successful nursing experience in a hospital, clinic or office setting.

**ETHICAL QUALIFICATIONS:**

- The school nurse shall adhere to the Code of Ethics as adopted in 1970 by the Board of Education, State of California, and will, by precept and example, exhibit respect for the people with whom he works and to those with whom he has contact; colleagues, students, parents, and community personnel will find him to be courteous, without prejudice or acts of petty behavior. In the discharge of his duties, this employee's work will not be characterized as that of a status seeker, nor one who covets power.

**PHILOSOPHICAL QUALIFICATIONS:**

- The school nurse shall implement the philosophy which directs the educational program of the Travis Unified School District. This philosophy states that the primary function of the public school is the formal education of the young. The district acknowledges the different teaching styles and personalities, and welcomes a richness and variety that these differences contribute to the total growth and development of the students. The Travis Unified School District emphasizes the learning act rather than the teaching act.

**DUTIES AND RESPONSIBILITIES**

- The school nurse provides service in her assigned school which follows the general policies and objectives of the district health program.
- The school nurse assists in planning and conducting inservice health education programs for school staff.
- Serves as a resource person and consultant to teachers, administration, students, and community groups in conjunction to health needs of children.
- Participates in evaluation and placement for special education including obtaining developmental histories from parents.
- Acquaint administrators and other school personnel with health problems in school, home, and community
- Works with the school staff in the identification of students with health needs and provides referral assistance to students and parents.
- Observes the school environment for safety hazards and sanitary conditions.
- Participates in the studies of school nursing methods and procedures, evaluations of personal job performance and plans for continuing professional growth.
- Provides assistance with welfare problems of school children.
- Secures, maintains, and interprets medical reports and health records.
- Counsels and guides students with their individual health needs and interprets these needs to the family.
- Assists in planning and coordinating Family Life, Dental Health and Drug Abuse educational programs.
- Assists in the development of the health services budget so as to provide adequate medical supplies and instructional materials.
- Prepares health and accident reports as required by the Education Code and the Travis Unified School District.
- Performs such other duties as may be assigned.

**SUPERVISION EXCERCISED OR RECEIVED**

The school nurse is under the immediate supervision of the site administrator.