

# CARDIFF SCHOOL DISTRICT

## SCHOOL NURSE

### **DEFINITION:**

Under the general supervision of the Principal, provides health services at the assigned school sites, strengthens the educational process by providing information regarding a student's health by case finding and referral through health education activities.

### **TYPICAL DUTIES:**

- Obtains a general health/developmental history of kindergarten pupils and new enrollees
- Reviews cumulative health records to identify pupils' health needs
- Assumes emergency care responsibilities
- Assumes responsibility for prevention and control of communicable diseases
- Refers and arranges for pupils' appropriate health care and/or social service referrals, and follows through as needed
- Periodically reviews health status of pupils with identified health problems
- Completes screenings and reports as required by law or deemed necessary
- Identifies pupils and families in need of health and/or nutrition counseling and provides the service as required
- Serves on the various Special Education committees as required by law or deemed necessary
- Assists in identifying pupils requiring home/hospital instruction
- Responsible for compliance with immunizations as required by law
- Advises in matters relating to health education and safety for pupils and staff
- Identifies and reports pupils showing evidence of being neglected and/or abused as required by law
- Serves as a resource in the development and implementation of the District health expectancies
- Assists in the guidance and supervision of the school health clerks
- Maintains professional competence through participation in professional growth activities
- Performs other related duties as may be assigned by the Superintendent

### **ABILITY TO:**

- Understand and follow oral and written instructions
- Learn the procedures, functions and limitations of assigned duties
- Communicate effectively with children and adults
- Work well with students, school staff, parents and others
- Exhibit strong interpersonal skills using tact, patience and courtesy
- Exhibit strong organizational skills
- Operate instructional and office equipment, including computers and associated software

### **QUALIFICATIONS:**

- Valid California School Nurse Services Credential
- Valid Audiometric Certificate
- Valid California Driver's License

## **PHYSICAL DEMANDS:**

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit; use hands to finger, handle, or feel objects, tools or controls; speak; and listen. The employee frequently is required to walk; reach with hands and arms; climb or balance; and stoop, kneel, crouch or crawl. The employee is occasionally required to stand. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this job include close vision, distance vision, color vision, peripheral vision, depth perception and the ability to adjust focus.

## **WORK ENVIRONMENT:**

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is frequently exposed to fumes or airborne particles. The employee occasionally works in outside weather conditions and is occasionally exposed to toxic or caustic chemicals.

The noise level in the work environment is usually moderate.