

Position: Certified School Nurse

Job Summary: To provide direct nursing services to students and staff members to maximize health and wellness in the school community. All duties are performed in accordance with district/state board of education policies and procedures, as well as state law regarding nurse practice. This includes health assessments, interventions, and follow-ups for acute and chronic health problems. The school nurse works collaboratively with school staff, parents, and community health providers to promote a healthy school environment that supports all students' academic success and well-being.

District Certified School Nurse: 210-day contract

Certified School Nurse: 200-day contract

Qualifications/Minimum Requirements:

1. Current Registered Nurse licensure in the State of Illinois and Illinois Professional Educator License with School Nurse Endorsement.
2. Bachelor's degree and minimum of 3 years of nursing experience.
3. Current CPR and First Aid certification.
4. Strong knowledge of child health, development, and public health principles.
5. Excellent communication, organizational, and problem-solving skills.
6. Ability to work independently and as part of a multidisciplinary team.
7. Ability to work with students, staff, and parents.
8. Emotionally and physically able to perform duties.

Reports to: Building Principal

Responsibilities:**Health Services**

- Provide direct professional nursing services, first aid, illness, and emergency care to students and staff in response to the nursing assessment and in accordance with professional standards, school policy and procedures, and state and local mandates.
- Conduct health assessments, oversee screenings (e.g., vision, hearing), and maintain accurate health records.
- Develop and implement individualized healthcare plans for students with special health needs.
- Assess and prepare discipline-specific information as required by healthcare professionals, administrators, or other staff to meet the medical needs of the students.
- Collaborate with local and public health agencies to provide resources for immunizations for staff and students.

- Review requests for exemptions from State Regulations regarding physicals and immunizations and notify parents of decisions.
- Administer medication with appropriate documentation.
- Participate in home visits as necessary.
- Maintain the daily environment of the health office facility and supplies

2. Health Education and Promotion

- Educate students, staff, and parents on health-related topics, including disease prevention, nutrition, hygiene, and general health.
- Collaborates with the Curriculum Coordinator and teachers to provide the Family Living curriculum taught in the fifth and/or sixth grades and arranges for parent preview of the material.
- Provides health-specific training to building staff.
- Maintains communication with teachers, other school personnel, parents/guardians, and other medical personnel to enhance cooperative action and meet students' health and safety needs.
- Provides health services, information, and counseling effectively and positively to enhance the health and wellness of the school community.

3. Collaboration and Communication

- Collaborate with teachers, school administrators, parents, and community health providers to address student health needs.
- Communicate effectively with parents regarding student health concerns and provide referrals to appropriate health services (if requested).
- Assists staff with the completion of health histories for educational evaluations.
- Advises on exclusion and readmission of students following guidelines for communicable diseases and mandated compliance with physical examinations and immunizations.
- Participates as a multi-disciplinary team member for IEP/504 determination and management.
- Maintain CPR certification and collaborate with administration and athletic directors to ensure required staff CPR, AED, and first aid training.

4. Emergency Preparedness and Response

- Develop and implement emergency care plans and crisis response procedures.
- Train school staff on emergency care procedures, including using emergency medications and equipment.
- Respond to health emergencies and provide appropriate care until emergency medical services arrive.
- Participate in the Crisis Team for the school building, school district, and city.

5. Compliance and Documentation

- Ensure compliance with state and federal health regulations and school district policies.
- Maintain accurate and confidential student health records, including immunization records, health assessments, and care plans.

- Prepare and submit required health reports and documentation to the appropriate authorities.
- Distributes the approved Health Services budget among District 90 school nurses based on enrollment of each building.
- Develops and implements plans to identify and serve students with medical disabilities and concerns. Conducts periodic evaluations of the School Health Program, providing findings to administrators and building registered nurses.
- Assesses the health and safety needs of the school environment in compliance with Occupational Safety and Health Administration (OSHA) guidelines, implementing the Blood Borne (BBP) Control Plan and other interventions as indicated.
- Makes appropriate assessments and referrals for suspected abuse/neglect as a mandated reporter.
- Completes accident/incident reports for students/staff.
- Maintains confidentiality regarding all school and health-related issues.
- Maintains a daily log of student visits.
- Participates in maintaining accurate individual health records to assure compliance with state mandates, including immunizations, physical examinations, dental examinations, medical conditions, and related archival responsibilities.
- Utilizes existing technology effectively in the performance of duties.

6. Professional Development

- Stay current with advances in nursing practice and school health through continuing education and professional development.
- Participate in professional organizations and attend relevant workshops and conferences.

7. Other duties as assigned by the Building Principal.

Benefits:

- The O'Fallon Classroom Federation of Teachers Collective Bargaining Agreement outlines the salary and benefits package.
- Professional development opportunities.
- Supportive and collaborative work environment.
- Opportunity to make a positive impact on the lives of students.