

SAN YSIDRO SCHOOL DISTRICT

TITLE: School Nurse

REPORTS TO: Assistant Superintendent of Educational Leadership, Pupil Services and Safety

DEPARTMENT: Pupil Services

CLASSIFICATION: Certificated

FLSA: Exempt

SALARY: Educator's Salary Schedule

Revised: April 2021

Board Approved: May 13, 2021

BASIC FUNCTION: Under the general supervision of the Assistant Superintendent of Educational Leadership, Pupil Services and Safety, the School Nurse provides a comprehensive health management program for the assessment, evaluation, maintenance, and improvement of the health and safety of students and school personnel.

REPRESENTATIVE DUTIES: (Incumbents may perform any combination of the essential functions shown below. This position description is not intended to be an exhaustive list of all duties, knowledge, or abilities associated with this classification, but are intended to accurately reflect the principal job elements.)

- Assesses and evaluates the health and developmental status of students including annual vision and hearing examinations.
- Interprets the health and developmental assessment to parents, teachers, administrators, and other professionals directly concerned with the student.
- Designs and implements a plan to meet the individual health needs of the student including targeted case management or an Individualized Health Services Plan (IHSP).
- Refers student to appropriate community resources for necessary medical or psychosocial services.
- Interprets medical and nursing findings and makes recommendations to professional personnel involved.
- Maintains communication with parents and all involved agencies to encourage necessary health care management.
- Identifies, implements, and evaluates health and nursing goals and objectives for the Student's Individualized Education Plan or 504 Plan.
- Assures that student's immunization status is in compliance with legal mandates by notification of parents and appropriate follow-up.
- Establishes a program directed toward the control of communicable diseases.
- Serves as a resource person and/or educator to students, teachers, and administrators in the area of health education.
- Coordinates in-service training for teachers, administrators, and other school staff in first aid, child abuse, disaster planning, blood borne pathogens, and other issues regarding student health and welfare.
- Identifies appropriate private or community resources for necessary medical care and mental health needs.
- Explores ways to improve health related attendance problems.
- Helps parents, school personnel, and students understand and adjust to physical, mental, and social limitations.
- Oversees and occasionally assists in the administration of medication to students as prescribed by their health care provider, communicating on a regular basis with them, as well as the family.

- Counsels with school personnel concerning possible effect of any prescribed medication on the child's physical, intellectual, and social behavior as well as possible behavioral signs and symptoms of adverse side effects, omission, or overdose.
- Provides specialized physical health care procedures for students with special needs, such as catheterization, tube feedings, tracheotomy care, etc.
- Maintains the District health office, including supplying first aid materials to school sites.
- Educates and interprets health needs of selected students, office staff, or health assistants.
- Participates in staff meetings, student/parent conferences, and consultation team meetings.
- Assists in development, coordination and implementation of District Disaster Plan as it relates to assigned responsibilities.
- Leads monthly meetings with health staff from all school sites.
- Performs other duties as assigned, including special assignment during crises or emergency situations as determined by the Superintendent.

KNOWLEDGE

- Demonstrated knowledge of oral and written communication skills.
- Demonstrated knowledge of school nursing services and procedures, and principles and practice of community health nursing.
- Demonstrated knowledge of current practices and trends relating to school health and factors influencing the learning process.
- Demonstrated knowledge of California Education Code relating to the responsibilities of a school nurse.

ABILITIES

- Ability to meet deadlines and schedules.
- Ability to establish and maintain cooperative and effective working relationships with others.
- Ability to maintain a variety of reports and files related to assigned activities.
- Ability to interpret the school health program and its services to the community.
- Ability to respond effectively to emergency medical situations

MINIMUM QUALIFICATIONS:

EDUCATION AND EXPERIENCE

- Registered Nurse license as issued by State of California
- Current CPR certification
- Valid school nurse credential (or equivalent), as required by California law.

DESIRED QUALIFICATIONS:

- Bilingual and Biliterate (English / Spanish)
- Master's degree in School Nursing
- Previous school nursing and community health experience.

WORKING CONDITIONS

Indoor and outdoor school settings which can include office and outdoor interactions.

PHYSICAL REQUIREMENTS:

Hearing and speaking to exchange information; seeing to perform assigned duties; sitting or standing for extended periods of time; hearing in a noisy environment and locate the source of a sound; dexterity of hands and fingers to operate a computer keyboard and other office equipment; kneeling, bending at the waist, and reaching overhead, above the shoulders and horizontally, to retrieve and store files and supplies; lifting light objects and monitor student activities.