

CLASSIFIED REGISTERED NURSE

JOB SUMMARY:

Under medical supervision and general direction of the Director of Education Services or designee, the Classified Registered Nurse provides professional nursing services in support of student health and wellness throughout the District. Responsibilities include assisting with physical screenings, immunizations, and diagnostic testing; performing specialized health care procedures; responding to illness and emergency situations; maintaining medical documentation; and ensuring compliance with health and safety regulations. The nurse promotes student health through disease prevention, restorative care, and health education, working under established medical protocols and district guidelines.

DISTINGUISHING CHARACTERISTICS:

This classification is assigned to provide direct nursing care under the supervision of the Director of Education Services or designee. The position is classified and does not require a School Nurse Services Credential or Health Services Credential. Consistent with Education Code §49426, the Classified Registered Nurse performs professional nursing duties under medical supervision but may not: Conduct or sign individual student health assessments; Write, approve, or implement IEP-related health plans; make medical eligibility determinations; or serve as the School Nurse of Record. The Classified Registered Nurse supports the daily clinical operations of district health services and ensures the continuity of care for students.

SUPERVISION RECEIVED AND EXERCISED

The Classified Registered Nurse reports directly to the Director, Educational Services. Works independently within established procedures and professional standards of nursing practice. This role does not exercise direct supervision over other classified employees, but may provide technical guidance, training, and work direction to health clerks, instructional aides, and other staff assisting with student health services.

EXAMPLES OF DUTIES: Duties may include, but are not limited to the following:

- Provide professional nursing care and first aid to students and staff in cases of illness, accident, or medical emergency, following established medical and district procedures.
- Assist with physical screenings, immunizations, and diagnostic medical testing for students as directed by the School Nurse or supervising physician.
- Perform specialized health-care procedures including, but not limited to, gavage feeding, toileting, catheterization, tracheostomy care, suctioning, glucose monitoring, and administration of insulin or emergency medication under physician or School Nurse supervision.
- Initiate emergency medical procedures for seizure disorders, allergic reactions, respiratory distress, or other urgent health conditions according to established protocols.
- Maintain the safety, comfort, and personal hygiene of students requiring medical care; monitor recovery and refer for further medical evaluation as appropriate.
- Discuss and instruct individual students and/or parents regarding health conditions, hygiene practices, and available community health resources, consistent with nursing protocols and district guidance.
- Assist with communicable disease control, health screenings, and monitoring of immunization compliance in collaboration with the certificated School Nurse.
- Assess physician medication orders for appropriateness in the school setting; prepare and administer oral, topical, and injectable medications according to medical direction and district policy.

- Maintain accurate and confidential student health and immunization records in compliance with FERPA, HIPAA, and Education Code requirements.
- Assist with the placement and health monitoring of students with temporary disabilities enrolled in the Home and Hospital School Program.
- Communicate with parents, district personnel, and community health providers regarding student health needs, medical documentation, and follow-up care.
- Maintain supplies, equipment, and documentation in school health offices and at district health service clinics.
- Participate in emergency preparedness, disaster response, and health education activities as assigned.
- Perform related duties as required within the scope of Education Code §49426 and district policy.

EMPLOYMENT STANDARDS

Education:

- Graduation from an accredited nursing program with a Bachelor's Degree in Nursing required. Bachelor's Degree in Nursing preferred.
- Maintenance of this license is a condition of continued employment.

Experience:

Minimum of three (3) years of recent professional nursing experience in an acute care, pediatric, or community health setting required. Pediatric Medical-Surgical experience within the last 12 months is strongly preferred.

Knowledge of:

- Principles, techniques, and practices of professional nursing.
- Common childhood diseases, symptoms, and treatment procedures.
- Emergency medical response and first-aid techniques.
- Infection control and universal precautions.
- Applicable state laws, regulations, and Education Code sections related to school health services.
- Medical terminology, recordkeeping, and confidentiality standards.
- Community and public health resources available to students and families.

Ability to:

- Provide safe, skilled, and compassionate nursing care to students of varying medical needs.
- Recognize and respond effectively to urgent and emergency health situations.
Interpret and follow physician's orders and district health protocols.
- Maintain accurate and confidential student health records.
Communicate clearly and effectively both orally and in writing.
- Build cooperative working relationships with students, parents, staff, and outside agencies.
- Exercise sound judgment, prioritize tasks, and work independently under supervision.

LICENSES AND OTHER REQUIREMENTS:

- Valid California Registered Nurse (RN) license required.
- Current CPR and First Aid Certification required.
- Valid California driver's license and proof of insurance required.
- Mandated Reporter Training Certificate of Completion required at time of hire.

Physical Standards:

The work environment and physical demands described below are representative of those that must be met by an employee to successfully perform the essential functions of a position providing health services to students and staff. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions of this position. These physical standards are generic in nature, and tasks may vary depending on school site, student population, or specialized health service assignments.

Work Environment: While performing the duties of this job, the employee works in several environments, including school health offices, classrooms, outdoor settings, and District or community health clinics. The employee’s primary responsibility is to provide nursing care and support student health needs under medical supervision and established protocols. The incumbent will be expected to drive to and from assigned sites. Employees in this position may have a higher level of exposure to infection, bodily fluids, and emergency situations. There is frequent contact with students, staff, parents, and the public. The noise level is typically moderate but may vary depending on the school environment and nature of the incident. Actual daily work schedules and assignments may vary based on program needs or medical priorities.

Physical Demands: The physical demands of this position require that the employee be able to perform a variety of nursing and emergency response tasks. This includes frequent standing, walking, and sitting for extended periods of time; bending, stooping, and reaching to assess or treat students; and occasionally lifting or moving students weighing up to 50 pounds unassisted and over 50 pounds with assistance. Employees may be required to push or pull wheelchairs, emergency carts, or medical equipment and assist students with limited mobility.

Fine motor dexterity of hands and fingers is required to operate medical instruments and equipment, prepare and administer medications, and maintain accurate records. Hearing and speaking ability sufficient to communicate clearly with students, staff, and emergency personnel is essential, as is visual acuity sufficient to observe symptoms, read medical instruments, and monitor health office activities. Employees must be able to respond quickly and effectively to health emergencies, often in stressful or emotionally charged situations.

The information contained in this physical standards description is for compliance with ADA and is not an exhaustive list of duties performed. The individuals currently holding this position perform additional duties, and additional duties may be assigned.

Classified Registered Nurse Personnel Action	Personnel Action Date
Approved by the Personnel Commission:	11/19/2025