

**CLASS SPECIFICATIONS FOR THE
SCHOOL NURSE**

DEFINITION

Under direction, to plan, carry out and evaluate health services and health education activities as appropriate.

QUALIFICATIONS

Credential: Possession of a designated services credential with a specialization in health or a credential of equivalent authorization, issued by the California Commission for Teacher Preparation and Licensing, is required, as well as a current CPR certificate.

and

Education: A baccalaureate or higher degree from an approved institution and a current registered nurse license is required.

and

Experience: Two years experience as a school nurse and/or as a public health nurse is desirable and will warrant priority consideration. An audiometrist certificate is useful but not required.

TYPICAL DUTIES AND RESPONSIBILITIES

- ___ 1. In conformance with the district's philosophy, goals and objectives, health services are to promote the educability of youth by providing a consultive and health appraisal service to children, parents, and school personnel. To accomplish these goals and objectives, the school nurse:
- ___ 2. Works within the capabilities of the pupils in the schools assigned in accomplishing health objectives.
- ___ 3. Develops goals and objectives in the area of health and health education which are consistent with established district goals and objectives.
- ___ 4. Works cooperatively with principals and other district administrators and supervisors in planning and implementing the health programs of the schools.
- ___ 5. Maintains a behavioral climate in her health room and school surroundings conducive to health and health education.
- ___ 6. Conducts health appraisals to evaluate the health and developmental status of the pupil in order to make a nursing diagnosis and establish a priority for action.
- ___ 7. Interprets to school personnel, parents, and students results of examinations and screening tests.
- ___ 8. Communicates with and serves as a consultant for parents, school personnel and pupils in regard to the health needs of pupils, and continues this communication to determine if necessary follow-up is completed.
- ___ 9. Assists persons responsible for the pupils' health to locate appropriate community resources.

SCHOOL NURSE

TYPICAL DUTIES AND RESPONSIBILITIES (Continued)

- ___ 10. Communicates with principals and teachers regarding health conditions which might require special consideration or arrangements for the student while in class.
- ___ 11. Uses available resources as a means of direct and indirect health education.
- ___ 12. Helps to prevent and control disease.
- ___ 13. Participates in planning the implementation of proper emergency care and first aid for sudden illness or accident, and gives general assistance when available.
- ___ 14. Plans and coordinates the work of paraprofessionals, parents, and volunteers as assigned.
- ___ 15. Offers advisory assistance and/or leadership in planning, promoting, and evaluating the health education program and is available to teachers as a resource person in all phases of the health education program.
- ___ 16. Keeps accurate records and makes available information appropriate for inclusion in the cumulative records of the pupils. Executes and prepares such forms, records, and reports as may be called for in the management of the school health program at the school plant and district level.
- ___ 17. Exercises supervision and care over furniture, books, supplies, and equipment entrusted to her care relating to the health program, and instructs pupils in the proper use and preservation of school properties.
- ___ 18. Attends meetings called by order of the principal, program director, or other administrator authorized to call meetings.
- ___ 19. Serves, as requested, on school and district-wide committees and project teams.
- ___ 20. Attends and participates in required inservice training activities, and works with the program director in planning her/his own inservice program.
- ___ 21. Participates in the coordination of the school health program with the total health program of the school and the community.
- ___ 22. Assists in interpreting the programs and goals of the school district to the community.
- ___ 23. Performs other health related duties as required.

In addition to the above specifications for a nurse serving in a general school program, there are certain areas of specialization to which the school nurse may be assigned. These include special education, high school, federal programs, Cyesis, preschool, vision screening, and hearing screening.

WORK SCHEDULE AND SALARY

School Nurses serve only on the days schools are in session plus required non-teaching service days and professional meeting days. They are placed on the teachers' single salary schedule in terms of their training and experience.