



School Nurse

Job Description

The School Nurse is responsible for the care and safety of our students. The School Nurse is the leader in the school to oversee school health policies and programs. He/she will serve in a pivotal role to provide expertise and oversight for the provision of school health services and promotion of health education. The School Nurse serves as a liaison between school personnel, family, community and healthcare providers as an advocate for a healthy school environment.

- Maintain confidentiality by respecting the privacy of students in the clinic, during telephone conversations and when handling health records.
- Provides first aide and medically prescribed services to students and staff.
- Corresponds with parents on the health needs of their student.
- Refer parents and others to appropriate community health resources.
- Collect information about the health and developmental status of students in a systematic and continuous manner.
- Working knowledge of children with diabetes and care required (i.e. insulin pumps, treatment for high and low blood sugar).
- Administration of medication in accordance with school guidelines, the Georgia Nurse Practice Act and professional judgement. Administer medication through nebulizers, inhalers and Epi-pens as needed.
- Be the school resource contact on health issues.
- Maintain a current list of students with ongoing health concerns and develop Individual Health Plans and emergency plans as needed. Keep the Principal(s) apprised of any situations that develop with these students.
- Maintain current health records for entire student body, which includes immunization records and school physical. Insuring compliance with federal, state and local laws and regulations. Record health findings and other relevant health data.
- Facilitate annual vision screening for the entire student body. Train volunteers. Re-screen all students who fail. Document results on student individual health records and notify parents of failing results. Follow up to ensure quality of screening. Compile data for the Vision is Priceless Council.
- Conduct the Growth and Development presentation for fifth grade students
- Conduct scoliosis screening on seventh grade students. Document results.
- Coordinate purchasing of medical supplies for the clinic.
- Complete annual staff training on blood borne pathogens and epi-pen administration.
- Participate on school committees such as Safety Committee and Crisis Team.
- Must be able to lift up to 20 pounds.
- Must be able to sit and stand for long periods of time.
- Must demonstrate physical ability to accommodate needs in the nurse's office.
- Perform any other duties that may be assigned by the administration.

Reports to: Elementary School Principal