

JOB DESCRIPTION

1. JOB IDENTIFICATION

Job Title: Specialist School Nurse

Department(s): PACS

Job Holder Reference: TBC

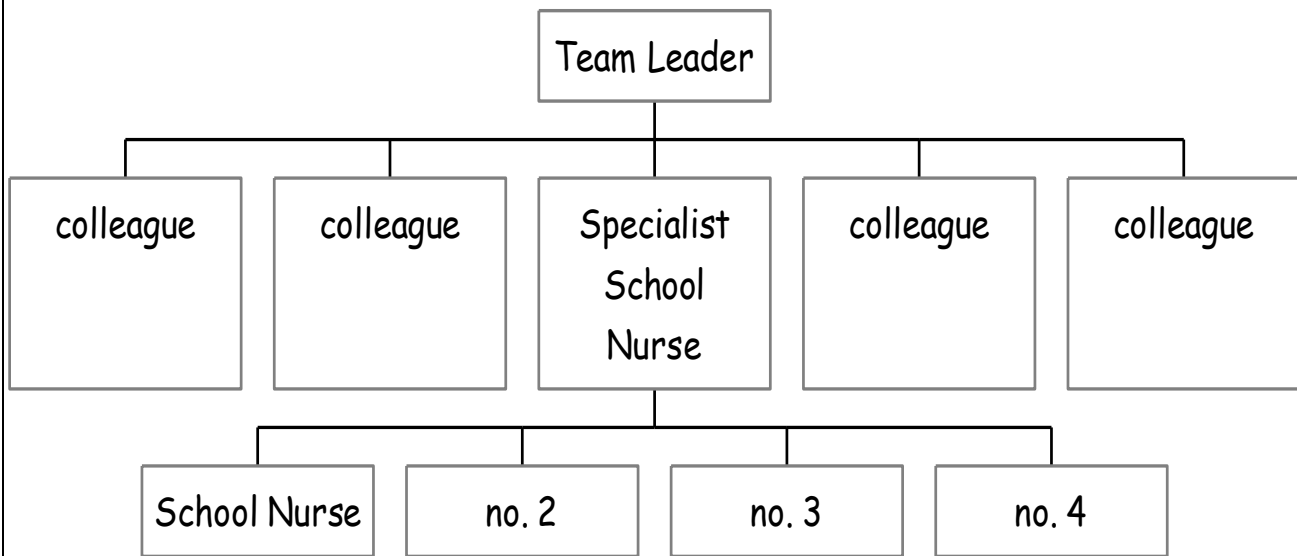
No of Job Holders:

2. JOB PURPOSE

The Specialist School Nurse will contribute to the design and delivery of NHS Borders School Nursing Service taking cognisance of all guidance and direction from the National Review of the Refocused Role of the Specialist School Nurse. This will focus on the delivery of universal provision of health and well being services for school age children and young people living within the Scottish Borders. The Specialist School Nurse will contribute to developing positive working relationships with partner agencies such as Education, Social Work, Medical, Mental Health, Allied Health Professionals and third sector colleagues to assess, plan, implement and evaluate care interventions for children and young people. The Specialist School Nurse will hold the Specialist Community Public Health Nurse qualification and meet the post registration Specialist Community Public Health Nurse standards as instructed by the UK Nursing and Midwifery Council.

The Specialist School Nurse will have additional training and expertise to work with children, young people and their families to improve health and well-being outcomes and to minimise, as much as possible, the impact of health and social inequalities.

3. ORGANISATIONAL POSITION



The Specialist School Nurse is responsible for the day to day management of the multi-skilled team, including the allocation and supervision of School Nurses, Staff Nurses, Nursery Nurses and Health Care Support Workers.

3. SCOPE AND RANGE

The School Nursing Service operates a universal service for school aged children and their families and is available Monday to Friday excluding some public holidays. The service may operate a waiting list; however, care needs are triaged and prioritised to be able to provide both planned and unplanned interventions. This includes the ability to respond timely to clients/families that require any urgent interventions.

The Specialist School Nurse will hold a Specialist Community Public Health Nurse qualification and be registered with the UK NMC on the third part of the register. The post holder will be responsible for the management of a caseload of children, young people and families and will triage all referrals into the service and delegate work to a team of qualified nursing staff, Nursery Nurses and Health Care Support Workers in the management of this caseload. The caseload population is derived from the locality to which the team are aligned, within a defined geographical area.

The Specialist School Nurse will provide reciprocal cover and support for the wider Specialist School Nurse caseloads in the absence of the designated caseload holder in order to provide clinical leadership and ensure the continuation of service delivery.

5. MAIN DUTIES/RESPONSIBILITIES

The post holder will work autonomously and as a member of the School Nursing Team on a day-to-day basis without direct supervision and be responsible for delegating and reviewing the work of staff aligned to the caseload, providing supervision in relation to

work carried out in the caseload they hold responsibility for.

Skills required centre on the Ten National priority areas for School Nursing:

- Child protection
- Looked after children(Care Experienced Children & Young People)
- Youth justice
- Mental health and wellbeing
- Substance misuse
- Domestic abuse
- Homeless children and families
- Young carers
- Sexual health and early parenthood
- Transition points

The ability to develop and engage in therapeutic relationships with children and young people and their families in a variety of settings including schools and in their own home is a fundamental requirement.

The Post holder will:

Possess professional knowledge acquired through a degree supplemented by post graduate diploma specialist training,

Undertake statutory duties on behalf of NHS Borders with respect to individual children within the caseload to assess, analyse, progress and support the health and wellbeing of children.

Provide and receive highly complex, sensitive information and communicate very sensitive condition related information, including on child abuse, HIV, domestic violence to clients, relatives

Undertake line management duties for junior staff, inclusive of appraisals, approving leave and undertaking case record audits.

Work with all Professionals involved with the child or young person and their families to co-ordinate multi-agency service provision for the client group

Provide training and clinical supervision for trainee SCPHN's, School Nurses, Staff Nurses, Nursery Nurses, Health Care Support Workers and Student Nurses.

Escalate concerns, if the needs of a child are not being met, to the line/professional manager as determined by professional standards, policies and procedures, the NMC Code of Conduct and NHS Borders policies and procedures.

Possess skills required for assessing and interpreting client conditions, including child protection issues

Be responsible for making professional judgments and decisions about the sharing of information requiring working knowledge of Data Protection law and GDPR.

Use the national practice model and outcomes from the refocused role of the Specialist

School Nurse, to ensure that all children on the caseload have their health and wellbeing needs assessed.

Use a strengths-based and empowering approach to build and sustain therapeutic relationships whilst working in partnership with children, young people and their families.

Support and contribute to continuous quality improvement of children, young people and their families' care through the use of audit and monitoring compliance to service and professional standards.

Provide feedback opportunities for children, young people and their families to ensure they are able to contribute to the continuous improvement of the service and its delivery

Have a key role in the identification of unmet health and well-being needs and input in relation to Child Protection and other vulnerable children and young people.

Have a key interagency role in family assessment, planning and delivery of Child Protection services.

Complete initial and annual health needs assessments for Care Experienced Children ensuring their health needs are recognised and prioritised

Use research and evidence based care interventions to promote positive physical and emotional health and well-being, recognising how age and stage of development impacts on children and young people.

Provide supportive interventions for vulnerable children and young people affected by sexual violence, sexualised behaviours or with unmet sexual health needs

Identify and provide supportive interventions for children, young people affected by domestic violence and or coercive control

Identify and provide support and guidance to children and young people with caring responsibilities, even when they do not wish to be identified as Young Carer's or access Young Carer's support services.

Identify and support children, young people and their families in need through times of transition, liaising with adult services and advocating for the young person and family as required

Identify and support children and young people affected by criminality either as victims or perpetrators and ensure health needs are identified and interventions offered.

6. SYSTEMS AND EQUIPMENT

The post holder will be expected to be responsible and knowledgeable in the safe use of all clinical and non-clinical equipment used within the area, ensuring this is checked and maintained and, where problems are identified, resolve them so that all equipment is fit for purpose.

The following are examples of systems which will be used when undertaking the role:

- HR Systems for recording of all staff information, training activity, pay information
- Teams e-meeting system

- Supplies and equipment ordering systems
- Children and Young Persons information recording systems
- Systems/databases for report writing as required in role
- Risk assessments
- Staff bank ordering system
- Health and Safety Risk Assessments /Incident Reporting policies and procedures

Note: New equipment may be introduced as the organisation and technology develops. However, training will be provided.

7. DECISIONS AND JUDGEMENTS

The post holder will actively participate in Case Conferences and make decisions in conjunction with other professionals regarding the referral, support and management of children and families where there are concerns around the wellbeing of the child or young person.

On a daily basis, the postholder is expected to clinically and professionally anticipate problems or needs in the delivery of the service and management of the team, and to resolve these autonomously; e.g. staff management, utilisation of resources.

The postholder will make professional decisions on a case by case basis each day regarding care, child and young person's wellbeing and child protection within clinical/professional guidelines, as determined by the employer's legal duties and responsibilities.

The post holder will make judgements involving complex facts or situations, which require analysis, interpretation and comparison of a range of options.

The post holder will plan and organise a broad range of complex interventions, some of which are ongoing, which require the formulation and adjustment of plans or strategies

The post holder utilises resources and deploys staff to ensure correct and effective use of available skill mix

8. COMMUNICATIONS AND RELATIONSHIPS

The post holder will establish therapeutic relationships with the child, young person and their carers/parents and other key providers of services for the child.

Communicate verbally and in writing to members of the multidisciplinary team and other agencies – such as members of Primary Health Care Team, Education, Social Care; statutory and non-statutory services with the ability to express professional views within group settings and support client advocacy.

The communication of information must be proportionate and legal and follow national guidance, local policy and NMC code whilst maintaining confidentiality and awareness around public protection.

In addition to the above, other contact falls into the following main categories in relation to

healthcare, staffing and service issues:

- The family/carer and the multidisciplinary team involved in the provision of care
- Staff regarding care, allocation of work, workload issues
- Partnership, Trade Union and Professional Organisation representatives in relation to service and staffing issues

The Specialist School Nurse is responsible for ensuring a multi-disciplinary team approach including interacting with key staff in service delivery

The commitment to attend clinical supervision sessions as required by local or national directives

Teamwork

The Specialist School Nurse will;

In accordance with NMC codes of practice, and as a member of a team working in partnership with other agencies, actively contribute to the creation of an environment that supports assessment and learning of all staff, providing mentorship and clinical supervision to enable all team members to continuously learn, develop and implement current knowledge and skills to meet changing needs of the service

Support the Team Manager to resolve complaints in line with NHS Board policy

Understand and share the learning points emerging from the investigation of complaints, ensuring structured feedback systems are in place and support implementation of action plans to enhance the delivery of the service and improve family care experience

Will contribute to the development and implementation of local procedures and protocols, and ensure adherence to current legislation at all times. Monitoring standards of care, ensuring these comply with the defined policies, procedures, standards and protocols of the area to ensure delivery of a high quality service

Participate in projects regarding future service development, developing and implementing identified changes to the routine and delivery of routine care

Support the Team Manager to ensure that all aspects of health and safety are implemented, and that staff, children, young people and families' safety is paramount

Support the Team Manager to undertake risk assessment (including patient behaviours and working environment) and incident management, including implementation of agreed action plans and associated learning to ensure ongoing compliance with related legislation and guidelines, including the Health and Safety at Work Act and NHS Borders Health and Safety policies and reporting systems, to safeguard patients, visitors and staff

Support the Team Manager to review and reflect on all feedback received and respond to requests for a response in a timely and professional manner

9. PHYSICAL & EMOTIONAL DEMANDS OF THE JOB

Physical Skills

- Extended driving periods and/or driving in adverse weather conditions

Physical Effort

- Bending and lifting scales and height measures
- Climbing stairs regularly
- Sitting for extended periods of time
- Working in unsuitable environments within partner agency buildings such as schools

Mental Effort

- Prolonged periods of concentration required to listen, process, analyse and make decisions about highly complex and emotive information/situations during assessment periods, Child Protection Meetings and legal meetings such as Hearings and Section 31 meetings or Court appearances
- Use of high level reflective and analytical skills to ensure that information sharing decisions reflect the law and guidance in relation to information governance and are accurately recorded
- Acting expediently and appropriately when responding to crisis situations. This happens on a frequent basis.
- Subjected to frequent direct and indirect interruptions

Emotional Effort

- Support of children, young people and their families who are experiencing trauma and parents who may be perpetrating violence and aggression towards children, young people, other adults, self and other Professionals
- Supporting vulnerable adults during times of high stress such as Child Protection Procedures
- Working autonomously and responsible for making and acting on own decisions including delegation of responsibilities within own service and partner agencies
- Death of a child, young person or parent/carer by suicide
- Supporting young victims of sexual abuse
- Child abuse/vulnerability concerns – potentially on a daily basis
- Exposure to domestic abuse including coercive control of vulnerable young people
- Supporting and assessing the health needs of Care Experienced children and young people

Working Conditions

- Working with children, young people and families in difficult, unsuitable and potentially unsafe and/or unhygienic environments

10. MOST CHALLENGING/DIFFICULT PARTS OF THE JOB

Ensuring that information sharing decisions reflect the law and guidance in relation to information governance and are well recorded.

Working in partnership with families using strength based approach to empower families around parenting.

Supporting children and vulnerable adults which could include: court appearance/reports, multi-agency meetings/forums (e.g. case conference, core group meeting) working with families identified as vulnerable/child protection issues.

Working autonomously and being able to make and act on own decisions; including the delegation of responsibilities within own service and other agencies.

Meeting the child, young person and families care needs by using the available staffing resource appropriately and effectively and using problem solving approaches when unusual or challenging situations arise.

Using trauma informed approaches to provide care and support for vulnerable children and young people, including those who are care experienced and/or exposed to parental violence and aggression, substance and alcohol use and chaotic lifestyles

Exposure to child injury or death by violence, suicide, accident or illness

Work in conjunction with the Team Manager to motivate and inspire the multidisciplinary team to ensure effective collaborative working is achieved.

Support the provision of service within finite financial resource, taking account of competing demands and resources and the unpredictability of the environment

11. KNOWLEDGE, TRAINING AND EXPERIENCE REQUIRED TO DO THE JOB

Registration requirements

- Registered nurse or midwife at degree level or equivalent
- Post-registration qualification Specialist Community Public Health Nursing – School Nurse and be registered on Part 3 of the NMC register

Qualifications & Knowledge

- Educated to Masters level in a relevant nursing area, or
- Can demonstrate an equivalent level of knowledge gained through, for example, completion of NES modules on Assessment, Leadership, and Critical Thinking.
- Can provide advice using significant understanding and application of legislation relating to information sharing, data storage and public protection
- Knowledge of health and social care pathways related to safeguarding, early intervention and protection

Qualities and Skills- Can demonstrate the following skills and attributes:

- Experience of caseload management and planning to meet deadlines
- Experience of using a strength based approach working in partnership with families
- Able to use a number of assessment tools used to decide referral pathways
- Management of risks and concerns using critical thinking to enable effective decision making
- Ability to provide professional advice within a multi-agency setting that puts children's interests and safety first
- Can lead discussions and make decisions based on an assessment of a range of factors in complex situations
- Ability to develop and implement policies, procedures, service standards and improvements
- Ability to use Trauma Informed Practice Approaches to support health interventions
- An ongoing commitment to continuing professional development

<p>12. JOB DESCRIPTION AGREEMENT</p> <p>A separate job description will need to be signed off by each jobholder to whom the job description applies.</p> <p>Job Holder's Signature:</p> <p>Head of Department Signature:</p>	<p>Date:</p> <p>Date:</p>

PERSON SPECIFICATION

For the post of (insert job title here)

Below are the essential knowledge, training (including qualifications) and experience required to do this job

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| <p>ESSENTIAL</p> <ol style="list-style-type: none"> 1 Registered Nurse 2 Specialist Community Public Health Nurse/School Nurse qualification 3 Registered on parts 1 and 3 of the UK Nursing and Midwifery Council 4 Driving licence 5 Intermediate IM&T skills 6 Highly developed communication skills 7 Experience of caseload management |
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8 Commitment to ongoing professional development

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DESIRABLE

1 Experience working with children and young people

2 Solihull training

3 Trauma Informed Practice training

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