

GENERAL INFORMATION

Title:	Classroom Nurse	Union Status:	ESPA
Department:	Health Services	Work Year:	185 days/year based on Official School Calendar
Location:	Various	Reports To:	Building Principal/Coordinator of Health Services
ISBE Classification/Code:	N/A	Evaluation:	Annually by the Building Principal/Coordinator of Health Services
FLSA Status:	Non-Exempt	Supervisory Responsibilities:	None
Salary:	Schedule C Pay Scale	Benefits:	Board Paid Single Coverage

GENERAL RESPONSIBILITIES: The 1:1 or Classroom School Nurse provides direct, individualized healthcare and support services to a student or group of students with complex health needs during the school day.

ESSENTIAL FUNCTIONS:

- Observe and assess assigned student conditions and health care needs continuously
- Deliver individualized health care services as directed by the student's parent, provider, district policies/procedures, and IL law, including but not limited to: medication administration, g-tube feedings, tracheostomy care and suctioning, seizure management, catheterization or toileting assistance, and/or diabetes monitoring and care.
- Monitor the student's health status throughout the day and respond promptly to changes, consulting with health care providers/parents to modify medical treatment and nursing management as needed
- Must be able to respond quickly and effectively in emergencies
- Act as a liaison between parents, teachers, community agencies, and medical providers as needed, to ensure effective communication and make recommendations regarding the nature, scope, and intensity of services to provide a safe school environment.
- Assist in developing, implementing, and following the Individualized healthcare Plan and/or emergency Action Plan, and make appropriate recommendations regarding student health plans in collaboration with the Health Office Nurse and Director of Health Services.
- Communicate regularly with the school nurse, health services coordinator, families, and other team members.
- Maintain accurate documentation of all treatments, interventions, and observations per district and nursing standards.
- Support classroom staff in understanding and responding appropriately to the student's medical needs.
- Demonstrate a commitment to maintain competencies for professional practice
- Contribute to a positive and productive work environment
- Performing other job-related duties as assigned

JOB REQUIREMENTS: MINIMUM QUALIFICATIONS

- Strong clinical assessment, critical thinking, and communication skills
- Able to perform effective care and emergency response for student(s) within assigned building
- Ability to work independently and as part of a multidisciplinary team

- Uses/operates computer equipment related to the position
- Establishes and maintains effective working relationships with all staff and the public

EDUCATION, CREDENTIALING and/or EXPERIENCE:

- Baccalaureate Degree preferred, minimum Associate Degree preparation (required)
- Required current Illinois Registered Nurse License
- Required current BLS/CPR/AED certification, PALS certification a plus
- Preferred school-based or pediatric nursing experience
- Experience with medically fragile or complex-needs students is a plus
- Hearing and Vision screener certification is a plus

PHYSICAL DEMANDS AND WORK ENVIRONMENT:

While performing the duties of the job, the employee is **regularly** required to sit; use hands to finger, handle, or feel; and talk or hear. The employee **regularly** is required to reach with hands and arms. The employee is **regularly** required to stand and walk. The employee must **frequently** lift and/or move up to 10 pounds and occasionally lift and/or move up to 20 pounds. Specific vision abilities required by this job include: close vision, distance vision, color vision, peripheral vision, depth perception, and ability to adjust focus. The employee **regularly** types using a keyboard.

In the work environment, the employee is **regularly** exposed to video display and **frequently** works in office environmental conditions. The noise level in the work environment is **regularly** moderate. The employee is occasionally exposed to outdoor weather conditions and is expected to attend community-based trips with the class. The employee will have contact with the public which requires appropriate demeanor and apparel.

The physical demands and work environment described above are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

Reviewed/Revised:

August 2025

The statements in this job description are intended to describe the general nature and level of the work to be performed by (an) individual(s) assigned to this position. They are not an exhaustive list of all duties and responsibilities related to the position. This job description will be reviewed periodically as duties and responsibilities change with the business necessity and School Board Policy and procedures. Essential and marginal job functions are subject to modification.