



PROFESSIONAL STAFF POSITION


TITLE: School Nurse

QUALIFICATIONS: 1. Bachelor's Degree or higher.
2. New Jersey Educational Services Certificate as a School Nurse.

APPOINTMENT: Board appoints upon recommendation of the Superintendent.
Board sets initial salary.
Work year - 10 months.


REPORTS TO: Principal and Head Nurse

FUNCTION: To assist the Head Nurse in planning, organizing, and developing programs for Health activities and services with the cooperation of the administrative staff.



DUTIES:

1. To maintain health records of students.
2. To discuss health problems with students, staff, and parents when necessary.
3. To participate in the administration of screening examinations within the limitations of resources.
4. To instruct health classes as workload permits.
5. To participate as a resource to the Child Study Team.
6. To provide prescribed medication to students as per specific policy.
7. To assist in the prevention and control of communicable diseases by complying with state and local regulations.
8. To assist in providing emergency care for accidents and sudden illness of pupils in accordance with district policy.
9. To attend medical staff meetings.
10. To observe administrative rules, regulations, and Board policies.
11. To assist in maintaining a healthful school environment.
12. To submit monthly medical and state mandated reports.



The list of duties above does not constitute an exclusive listing of functions but merely sets forth by way of guidance some of the duties of the position.