



Carey
Baptist
College
Harrisdale

School Nurse (Secondary School) 0.80FTE

Carey is a highly relational community of faith on mission in the world. As such, how we live and serve together matters. Mission, faith and relationships are three words that are used to describe Carey. In order to ensure that we remain a relational community of faith on mission in the world, we have identified a number of core values that we believe are essential in shaping us as a community.

- **Kindness:** a concern for others, which compels us to act for their good.
- **Courage:** the willingness to act well in the face of uncertainty and fear, and a willingness not to settle for mediocrity.
- **Respect:** sensing and honouring the God-given worth in another. We recognise the value of those we serve and that they deserve our best.
- **Humility:** embracing a clear perspective for one's place with God and others and seeking to benefit others above ourselves.
- **Integrity:** being honest and consistently living out our moral principles, whether seen or unseen.

The gospel is the foundation from which we serve, in an environment that respects the diversity of our students, their families and the broader community. As such we believe that we 'earn the right to speak' by operating in an environment that values kindness, courage, respect, humility and integrity.

School Nurse

The School Nurse is responsible to the Assistant Principal - Pastoral Care (Secondary School). The role of the School Nurse is to provide first aid services and health information to assist students in participation in school life.

Roles & Responsibilities

1. Contribute to the provision of first aid and emergency services to students, staff, visitors and parents by:
 - a. Administering the appropriate first aid to students and staff;
 - b. Planning, ordering and maintaining first aid supplies and kits;
 - c. Maintaining bed linen, towels, etc for the Health Centre;
 - d. Interpreting medical evaluations for students, and provide an understanding of implications for the educational performance of students;
 - e. Administering Ventolin, insulin, prescribed medication, etc according to Emergency Action Plans and School Policies;
 - f. Maintaining medical records (paper and computer based) and medication kept at the School for student use;
 - g. Liaising with parents and medical practitioners regarding student medication requirements, Emergency Action Plans or referral to a healthcare professional or hospital;

- h. Referring students to the relevant Year Manager, other Student Services staff, or arrange transfer to a hospital or home in accordance with School policies and/or accepted first aid practice;
 - i. Assisting other Senior First Aiders in times of emergency.
2. Contribute to the welfare of students, staff, visitors and parents by:
 - a. Providing information regarding personal health problems;
 - b. Managing school-based immunization programs in conjunction with service providers;
 - c. Contribute to a 'case management' approach to supporting students according to School policies and procedures.
3. Contribute to a safe and healthy workplace for staff, students, visitors and parents by:
 - a. Following Workplace Health and Safety instructions and policies;
 - b. Reporting accidents and hazards;
 - c. Generally caring for their own safety and that of others who may possibly be affected by actions or inaction;
4. Attend professional development and training required by the School, and actively seek opportunities to increase knowledge, experience and skills held.
5. Where appropriate opportunities present, becoming involved in the life of the School, including attendance at staff meetings, and involvement in School events.

Qualifications, Education and Professional Memberships

Essential

- Senior First Aid
- Registered Nurse with the Nurses Board of WA
- Current Working with Children Check (or eligible to obtain one)

Desirable

- Emergency Response (Emergency Dept)
- Workplace First Aid
- Occupational First Aid

Essential Attributes

- A demonstrable Christian faith
- Honesty and reliability
- Ability to negotiate desired outcomes
- Time and work management skills that ensure work load is managed and deadlines met according to agreed priorities
- Ability to use initiative
- Ability to work as part of a team and independently when required
- Ability to handle the physical work associated with first aid
- Ability to handle emergency situations in a careful and responsive manner

Essential Skills

- Provision of first aid support
- Excellent written and verbal communication skills
- Handling and control of medicine, medical supplies and equipment
- A knowledge of first aid practices and emergency responses
- A knowledge of common health conditions and illnesses affecting children