

Job Title:	Staff Nurse, School Aged Health
Reports to (job title):	Clinical Team Leader B&NES Child and Family Health Service
Line Manager to:	N/A

Job purpose

The post holder works within the B&NES Child and Family Health School Aged Health Service as part of the 0 – 19 Public Health Service Team using a public health focus with oversight of a Specialist Community Public Health Nurse (SCPHN) to deliver the Healthy Child Programme (5-19) within a variety of settings. The service aims to identify and address health needs of the school aged population with the aim of reducing the impact of health inequalities, safeguarding children, and improving outcomes.

Base:

The Staff Nurse, School Aged Health role will be based at one of the integrated B&NES Child and Family Health Bases which are outlined below:

- St Martin's Hospital.
- Keynsham Children's Centre.
- First Steps, Twerton.
- Paulton Hospital.

Key Responsibilities:

- Work across B&NES to contribute to the identification of population health needs in line with the organisations policies and priorities.
- Carry out public health work delegated by the Specialist Community Public Health Nurses, (School Nurse) and Clinical Team Leaders, as part of a skill mix team, led by the Professional Lead.
- Work in partnership with children, families, parents and carers to identify health needs in order to negotiate appropriate intervention from the B&NES Child and Family Health Service or other relevant agencies.
- Deliver drop-ins, health education sessions, needs-led interventions, information provision and signposting/introduction to other agencies to support and empower children, young people and families to take ownership of and manage their health care..

- Assessment of children's health needs to identify any deviation from normal development in line with Safeguarding Children policies and procedures, leading on Early Help support when required.
- Plan, prioritise and provide support for vulnerable children and adolescents through proactive discussions with families, schools, other agencies, attendance at Child Protection Conferences and one to one discussions, supervised by the School Nurse.
- Promote healthy lifestyles through opportunistic discussions and health education in line with the School Health Needs Assessment, using MECC and Trauma Informed approaches.
- Support children with chronic and complex health needs, following current policy, processes, and pathways and supporting schools with training and management.
- Pro-actively and sensitively follow up parents of those children identified as underweight and very overweight following measurements for the National Child Measurement Programme, using the MECC technique understanding concerns and providing/referring to the appropriate support.
- Contribute to the development of the B&NES Child and Family School Aged Health Service through liaison with and support from the Specialist Community Public Health Nurses (School Nurse) and innovative practice to meet health needs.
- Comply with service delivery recording requirements to support the Key Performance Indicators and provide assurance of service delivery quality.
- Facilitate groups and training for parents to empower them to support their child's needs, and signpost to appropriate resources, refer/introduce to other agencies, and offer School Aged Health Service intervention if appropriate.
- Ensure a child centred service is delivered through active engagement with young people in the planning and delivery of the service.
- Ensure a child centred service is delivered through active engagement with young people in the planning and delivery of the service, aligned to the Children and Young Peoples Participation Standards and 'You're Welcome' criteria.

Professional Responsibilities:

- Adhere to the Nursing and Midwifery Council (NMC) Code of Professional Conduct, maintain professional registration and adhere to the HCRG Care Group values and behaviours.
- Engage with the quality agenda, attending team meetings, maintaining full compliance with quality and safety training and ensuring high quality service delivery.
- Maintain professional development, attend safeguarding and clinical supervision in line with policy and requirements.

- Engage in the supervision and assessment of pre - registration student nurses.
- Participate in the orientation and induction of colleagues, visitors and other staff.

Other Factors

- Physical effort: the post is based within one of the localities in B&NES and will involve travel across the Organisation's area, including lone working. Access to an appropriately maintained vehicle during working hours is required.
- Mental effort: The post may have an unpredictable workload pattern, frequent concentration required, and ability to deal with incidents.
- Emotional effort: the post may necessitate dealing with clients at distressing and emotional times, including safeguarding, bereavement, family breakdown and domestic violence
- Working conditions: occasional unpleasant conditions, home visiting required. Occasional spillage of body fluids.

Our values

Our values are our moral compass and core to our DNA. They underpin the way we deliver our services and treat those who use our services.

To many organisation's values are just words which don't translate into reality of the day to day but our values flow through everything that we do, they define who we are, what we stand for and set the expectations of our colleagues, communities, customers, and partners. They have been defined by our colleagues and have been integral to our journey so far and will be integral to our future as well.

We have three values which help us stand out from the crowd, not just because there's only three, but because they are unique to who we are. We care, we think, and we do.

Care	Think	Do
• Inspire • Understand • Communicate	• Challenge • Improve • Learn	• Accountability • Involve • Resilience

Confidentiality and Information Security

As our employee you will be required to uphold the confidentiality of all records held by the company, whether patients/service records or corporate information. This duty lasts indefinitely and will continue after you leave the company's employment.

All information which identifies living individuals in whatever form (paper/pictures, electronic data/images, or voice) is covered by the 2018 Data Protection Act and should be managed in accordance with this legislation. This and all other information must be held in line with NHS national standards including the Records Management: NHS Code of Practice, NHS Constitution and HSCIC Code of Practice on Confidential Information and should only be accessed or disclosed lawfully. Monitoring of compliance will be undertaken by the Company. Failure to adhere to Information Governance policies and procedures may result in disciplinary action and, where applicable, criminal prosecution.

Information governance responsibilities

You are responsible for the following key aspects of Information Governance (not an exhaustive list):

- Completion of annual information governance training
- Reading applicable policies and procedures
- Understanding key responsibilities outlined in the Information Governance acceptable usage policies and procedures including NHS mandated encryption requirements
- Ensuring the security and confidentiality of all records and personal information assets
- Maintaining timely and accurate record keeping and where appropriate, in accordance with professional guidelines
- Only using email accounts authorised by us. These should be used in accordance with the Sending and Transferring Information Securely Procedures and Acceptable Use Policies.
- Reporting information governance incidents and near misses on CIRIS or to the appropriate person e.g. line manager, Head of Information Governance, Information Security Lead
- Adherence to the clear desk/screen policy
- Only using approved equipment for conducting business

Governance

Clinical governance is a framework through which organisations delivering health and care services are accountable to continuously improving the quality of their services and safeguarding high standards of care by creating an environment in which clinical and other forms of care flourishes. Employees must be aware that clinical governance places a duty on all staff to ensure that the level of care services they deliver to patients is safe and high quality, and that they follow/comply with our policies and procedures.

Registered Health Professional

All staff who are a member of a professional body must comply with standards of professional practice/conduct. It is the post holder's responsibility to ensure they are both familiar with and adhere to these requirements.

Risk Management/Health & Safety

The post holder has a responsibility to themselves and others in relation to managing risk, health and safety and will be required to work within the policies and procedures laid down by the company. Staff are required to observe the Hygiene Code and demonstrate good infection control and hand hygiene.

Employees must be aware of the responsibilities placed on them by the Health & Safety at Work Act (1974) to ensure that the agreed safety procedures are carried out to maintain a safe environment for other employees, patients, and visitors. It is essential to observe strict fire and security precautions at all times.

All staff must report accidents, incidents and near misses so that the company can learn from them and improve safety.

Safeguarding Children and Vulnerable Adults Responsibility

We are committed to safeguarding and promoting the welfare of children and adults at risk of harm and expects all employees to share this commitment.

Medicines Management Responsibility

Nursing or registered healthcare professionals

Undertake all aspects of medicines management related activities in accordance with the company's medicines policies to ensure the safe, legal, and appropriate use of medicines.

Skilled non-registered staff

Undertake all aspects of medicines management related activities in accordance with the company's medicines policy where appropriate training has been given and competencies have been achieved.

Policies and Procedures

All colleagues must comply with the Company Policies and Procedures which can be found on the company knowledgebase.

General

We are committed to serving our community. We aim to make our services exemplary in both clinical and operational aspects. We will show leadership in identifying healthcare needs to which we can respond and in determining the most cost-effective way of doing so.

We recruit competent staff that we support in maintaining and extending their skills in accordance with the needs of the people we serve. We will recognise the commitment from our staff to meeting the needs of our patients.

The company recognises a “non-smoking” policy. Employees cannot smoke anywhere within the premises or when outside on official business.

Equal Opportunities

It is the company’s intention to be an employer of choice and ensure that no job applicants or employees are unfairly disadvantaged on the grounds of gender, disability, race, ethnic origin, colour, age, sexual orientation, religion or belief, trade union membership or any other factors that are not relevant to their capability or potential. To this end, the company has an Equality and Diversity policy, and it is the responsibility of each employee to contribute to its success.

Flexibility Statement

This job description is not exhaustive and may change as the post develops or changes to align with service needs. Any such changes will be discussed directly between the post holder and their line manager.

Personal Specification

Essential

- Registered Nurse with current NMC registration
- Experience of working with children and families
- Knowledge of national and local policy in Children’s Services and Public Health
- Understanding of child and adolescent development

Job Description

- Ability to demonstrate a commitment and ability to promote and safeguard the welfare of children and young people with the skills to build sustainable professional boundaries and appropriate relationships with young people
- Excellent verbal and written communication skills, with the ability to communicate complex issues in plain language at all levels both within and outside the organisation
- Ability to work alone and part of a multi-disciplinary team
- Willingness to work across all areas of B&NES to meet the needs of the service
- Current full driving license and use of a car during working hours

Desirable

- Experience of working in a multi-disciplinary environment
- Detailed knowledge and understanding of behaviour change theory and methods
- Mentorship qualification
- Experience of working in community health care settings
- Experience of working as part of a skill mix team

Employee signature

Manager signature
