



Role Profile

Job Title: School Health Screener	Grade/ Level: K	Post Number: EO00074
Directorate: Children, Young People and Families	Job Family: Early Support	Date Prepared: June 2018
Role reports to: School Nurse Coordinator		
Job Purpose: <ul style="list-style-type: none"> To plan, undertake and record routine screening programmes for school age children in Swindon working in partnership with schools and the school nursing team 		
Key Accountabilities: <ol style="list-style-type: none"> To plan, undertake and record routine audio screening as per school nursing service standards of care. To plan, undertake and record routine vision screening as per school nursing service standards of care. To plan, undertake and record height & weight screening as per school nursing service standards and National Child Measurement programme. To plan, undertake and record height & weight measurements as part of Swindon 'Healthy Families' follow up programme. To maintain competencies in screening procedures in order to carry out screening of hearing, vision and height and weight for all school entrants in partnership with school health nurse. To maintain all equipment as per school nursing standards. To maintain confidentiality of information obtained during the course of employment. To maintain a safe working environment within the terms of the Health and Safety at Work Act. 		
Supplementary Accountabilities: <ul style="list-style-type: none"> To complete all Swindon Borough Council employee mandatory training 		
Job Scope: Planning, delivering and recording routine screening programmes with Swindon schools	Budget: None	Assets: Mobile Phone & Laptop
Knowledge and Experience: <ul style="list-style-type: none"> Experience of working with children and/or young people Experience of working within schools and / or health settings Experience and a working knowledge of Microsoft Word, Outlook and Excel computer programmes 		

Decision Making:

- To be responsible for managing and planning screening 'sessions' within individual schools
- To be responsible for identifying personal learning needs and accessing appropriate training through the supervision and appraisal process

Contacts and Relationships:

- To work under the management and supervision of the School Nurse Lead Professional
- To develop links with professional colleagues in all relevant departments
- To work in partnership with other agencies and services to ensure completion of screening programmes and appropriate referral
- To be accessible for children, young people and their families

Creativity and Innovation:

- To plan and undertake screening programmes within Swindon schools in liaison with team colleagues to maximise time capacity.

Job Specific Competencies:

- To be flexible with working hours
- Work in accordance with service standards and organisational policies
- To be able to travel to a variety of settings within Swindon as required
- The post holder will need to be able to transport and carry equipment essential to this role within the Borough
- The post is likely to include exposure to potentially distressing emotional and challenging situations, specifically with respect to safeguarding/ child protections concerns.

In accordance with the provisions of the Data Protection Act 1998, jobholders should take reasonable care to ensure that personal data is not disclosed outside Council procedures, or use personal data held on others for their own purposes. In accordance with the provisions of the Freedom of Information Act 2000, ensure requests for non-personal information are dealt with in accordance with the Council's written procedures.

In accordance with the provisions of the Health and Safety at Work Act 1974 and the Management of Health & Safety at Work Regulations 1999 you must take reasonable care so as not to endanger yourself or other persons whilst at work. You must also co-operate with the Council to enable it to comply with its statutory duties for health and safety.

You must work in accordance with training or instructions given, make proper use of any personal protective equipment provided and inform your manager of any hazardous situations or risks of which you are aware.

You must ensure you undertake responsibilities relating to your position as detailed within your Directorate Health and Safety Policy.

Safeguarding - Children & Vulnerable Adults

This organisation is committed to safeguarding and promoting the welfare of children, young people and vulnerable adults and expects all staff to share this commitment.

Staff must work in accordance with the South West Child Protection procedures and Child Protection/Safeguarding Policy and understand their role within that Policy.

This post is subject to an enhanced DBS disclosure which will be carried out if your application is successful.

Employee Signature

Print Name:

Date

Line Manager's Signature

Print Name:

Date:

Person Specification

Please list the criteria below in accordance with those shown on the Job Description

For the Post of: Community Public Health Nurse for Schools			
No.	Criteria	Minimum/ Preferred	Method of Assessment
		M = Minimum P= Preferred	I = Interview AF = App Form T = Test P= Presentation
1	<p>Knowledge & Experience: (Including Qualifications)</p> <p>Experience of organising and managing own workload</p> <p>Experience of working with children and/or young people</p> <p>Experience of working within schools and / or health settings</p> <p>Experience and a working knowledge of Microsoft Word, Outlook and Excel computer programmes</p>	<p>M</p> <p>P</p> <p>P</p> <p>M</p>	<p>AF / I</p> <p>AF / I</p> <p>AF / I</p> <p>AF / I</p>
2	<p>Decision Making:</p> <p>Managing and prioritising work .</p> <p>Identification of own professional needs and accessing appropriate training through the supervision and appraisal process</p>	<p>P</p> <p>M</p>	<p>AF / I</p> <p>AF / I</p>
3	<p>Contacts and Relationships:</p> <p>Communication skills to work positively with children & young people.</p> <p>Ability to work in a multi-disciplinary team.</p> <p>Ability to deliver health services within and educational setting</p>	<p>P</p> <p>M</p> <p>M</p>	<p>I / P</p> <p>I / P</p> <p>I / P</p>

5	Other Requirements:		
	Ability to travel and work across various settings within Swindon.	M	AF
	Ability to work flexible hours according to service needs	M	AF / I

Note to candidates:

When completing your application form, please give examples to show how your skills, abilities, achievements and experience demonstrate that you meet each of the criteria in the person specification above which are shown as being assessed from the Application form (i.e. those marked as AF).