



TASIS The American School in England

Job Description

Job Title: Paediatric Nurse
Reports to: Head Nurse
Based at: TASIS The American School in England, Coldharbour Lane,
Thorpe, Surrey, TW20 8TE



Job Summary

Based in our dedicated Health Centre (open 24 hours a day, 7 days a week), working with a team of four, helping to provide a full nursing service to our students aged 3 to 18 years during school term time.

Main Duties and Responsibilities

Professional:

- Adhere to the NMC Code for Nurses and be familiar with Professional Practice and other NMC advisory papers;
- Working collaboratively to help ensure the Health Centre meets and exceeds regulatory expectations for the Independent Schools Inspectorate;
- Manage personal work time to ensure regular opportunities for continuing professional development;
- Use evidence-based practice to develop and maintain a high quality of nursing care to the students; and
- Follow the Surrey Local Authority Safeguarding procedures for safeguarding children.

Clinical:

- Provide a high standard of service to students within professional competence and NMC Code and guidelines;

- To provide a high standard of nursing care to all patients including members of faculty and staff who may visit the Health Centre;
- Assist with health assessment, immunisation and health promotion programmes;
- Follow care plans for appropriate students as advised by the Head Nurse;
- Ensure that a Code of Confidentiality and GDPR standards are maintained; and
- Provide confidential advice and/or support to all students and staff as necessary.

Other Responsibilities:

- Ensure there is appropriate liaison with parents, ancillary and other staff as necessary, to provide holistic care for students, with the student's knowledge and consent;
- Be a source of advice for all School staff as required;
- Ensure a comprehensive and robust process of record keeping is maintained;
- Escort students to A&E and to GP appointments, collect prescriptions; and
- Any other duties that may be reasonably requested by the Head Nurse, Head of School, or Director of Pastoral Care.

Safeguarding Responsibilities

- To know the identity of the School's Designated Safeguarding Lead and Deputy;
- To proactively be alert to indicators of potential safeguarding issues and report these immediately in accordance with school procedure;
- To be aware of the School's policies relating to Safeguarding and Child Protection, Code of Conduct, and Health and Safety, and follow their requirements;
- Attend training relating to Safeguarding of Children;
- Engage in safe practice and professional conduct to safeguard children.

Benefits of working for TASIS

- 20 days annual leave per year (pro-rated if working part time);
- Meals provided when on duty whilst the cafeteria is open;
- Free car parking;
- Free access to the School's fitness centre (subject to staff access time);
- A generous pension scheme;
- Medical and dental insurance (subject to insurers approval); and
- Employee assistance programme.

The School is committed to safeguarding and promoting the welfare of children and young people and has a range of policies and procedures in place which promote safeguarding and safer working practice across the School. We expect all staff and volunteers to share this commitment.

We will ensure that all our recruitment and selection practices reflect this commitment. All successful candidates will be subject to enhanced Disclosure and Barring Service checks along with other relevant pre-employment checks, including checks with past employers.

Person Specification

Qualifications/Professional Bodies

Essential:	Desirable:
Registered Nurse or RN (Child) or equivalent with evidence of continued education	BSc (Hon) or BA(Hon) in a health-related subject
School Nurse/Nurse Practitioner Qualification or equivalent experience	
Evidence of continued professional development	

Skills, Knowledge and Experience

Essential:	Desirable:
Ability to prioritise and manage changing workloads and situations, including the ability to Triage effectively	Previous experience of care provision of children aged 3-18
A minimum of 2 years' experience in a Paediatric nursing, Minor Injuries Unit, Practice Nursing, or equivalent	Experience within an Independent Day/ Boarding School
Excellent communication skills (verbal and written)	Previous experience within an international school
Sound understanding of the issues of adolescence and mental health	Knowledge and experience of school inspections Ofsted/ISI

Personal Attributes

Committed to safeguarding children and young people
Empathy with the aims and ethos of the school
A commitment to best practice and excellence in all areas of nursing
A dedication to professional nurse development
A committed interest in working with school aged children and young people to provide a professional and caring service within the school
Customer service focused and confident interacting with all key stakeholders including students, parents, teaching staff, and boarding programme staff
Adaptable, collaborative, and resourceful
Committed to lifelong learning