



Post: School Nurse

Reporting to: Lead Nurse

Prior Park Schools

Prior Park College is an independent day and boarding school for 600 girls and boys aged between 11 and 18. The school occupies an imposing 50 acre site on Ralph Allen Drive in Bath, combining beautiful Grade 1 listed buildings with more modern, purpose-built facilities. Prior Park College is one of the group of Prior Park Schools which includes our junior school, The Paragon, on a 7.5 acre site in Lyncombe Vale, Bath, and our sister school, Prior Park Gibraltar, opened in September 2016. More information can be found at www.thepriorfoundation.com.

The Health and Wellbeing Centre

Our Health & Wellbeing Centre has been open since January 2019 and provides a proactive approach to all aspects of health care for our students, staff and others within our community. The Health and Wellbeing Centre, which is located at the centre of the school, includes a consulting/treatment room, inpatient rooms, counselling room and relaxation area. There are approximately 150 boarders (90 boys and 60 girls) and 450 day students at Prior Park College.

The Role

Our School Nurse role is a non-resident position and plays a key role in the proactive and holistic health care provided by the Health and Wellbeing Centre. The post holder will provide all-encompassing, high-quality and effective health and medical care during school term time. A willingness to work at weekends is essential.

Our School Nurses supervise the Health & Wellbeing Centre during the advertised opening hours and care for unwell, injured or distressed individuals and also work with academic and support staff to identify students with any areas of concern. They will also work in partnership with parents, carers, specialist health professionals and others to develop, implement and monitor in-school care plans for students with more complex health needs and specific medical requirements.

Some of the duties in this post include:

- Alongside the Lead Nurse, the safe and efficient running of the Health and Wellbeing Centre
- Promotion and continual development of the provision of health care at PPC
- Provide high quality care of injuries, illness and welfare issues for boarders, day students, staff and others
- Provide a listening service as required for students
- Promotion of health and wellbeing of students
- Coordinate open access drop in sessions for boarding and day students
- Close liaison with the Lead Nurse, counsellors, Designated Safeguarding Lead and others
- Provide cover for other members of the nursing team
- Maintaining student's health records and ensuring that they are accurate
- Arranging the chaperoning of students during visits to the school doctor, A&E, RUH, physio, dentist as required
- Compliance with medication administration and infection control
- Responsibility for the control of medicines, their safe storage and administration
- Arranging vaccination updates, asthma checks, etc.
- Process health reports, obtaining parental consents, NHS registrations
- Administration of school records, procedures and medical examinations
- Reporting of accidents and blood spillage
- Stock control
- Writing and updating care and welfare plans for students with special health requirements
- With supervision of the Lead Nurse, write and update protocols and policies
- Ensuring that the standards required by the Independent Schools Inspectorate are maintained and updated as necessary
- Compliance with and reporting on the medical aspects of Health and Safety
- Assisting with new staff induction, EpiPen training, blood spillage training, First Aid training etc.
- Responsibility for own continuing professional education and staying up to date with the most recent developments in the profession
- Commitment to the highest standards of Safeguarding and Child Protection
- Work one day per week at The Paragon School, implement care plans and provide health education as required for these students

Please note that this list is not exhaustive and other additional, reasonable tasks falling within the capabilities of the post holder may be required, depending on the needs of the School.

Personal and Professional Specification

The ideal candidate will display the following attributes:

- Professional knowledge acquired through degree/diploma supplemented by specialist nursing experience min. of 5 years
- Qualified nurse (RN/RN Child, registration with the NMC and current PIN). Priority will be given to those with RN Child registration
- Membership of the Royal College of Nursing or another nursing union or organisation;
- An up to date First Aid certificate or equivalent experience
- Experience in other areas of nursing would be advantageous, for instance:
 - Paediatrics
 - Accident and Emergency
 - School Nurse
 - Adolescent Health
- Excellent communication skills
- Ability to work under pressure to a high degree of professionalism and confidentiality
- Ability to work alone or in a team with the full time Lead Nurse
- Have a good understanding of adolescents and their health needs
- Have a good understanding of primary age and their health needs
- Ability to maintain high standards
- A background in, or knowledge of, boarding school education would be an advantage
- Ability to liaise with parents and guardians both in this country and overseas

Salary and Benefits

Nurses will be awarded a competitive salary equivalent to NHS Band 6. This is a term time only role and salary will be pro-rata. Nurses will be eligible to become a member of the PPS support staff pension scheme. Our employees can use school facilities such as the gym within our purpose-built Sports Centre, swimming pool, tennis courts, etc. Staff can access school dining facilities during term time. Free car park is available.

Child Protection

Prior Park Educational Trust is committed to safeguarding and promoting the welfare of children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service.



Data Protection

In the course of employment at Prior Park Educational Trust, staff may have access to confidential information relating to pupils and their families and are required to exercise due consideration in the way they use such information. Staff should not act in any way which might be prejudicial to the School's interest. Information which may be included in the category, covers both the general business of the school and information regarding specific individuals. A strict code of confidentiality must be adhered to at all times. The School is registered under the Data Protection Act 2018 and operates under policies that meet General Data Protection Regulations (GDPR). Staff must not at any time use the personal data held by the school or disclose such data to a third person.