

Job Family:	Delivery – Front Line – Process knowledge	Grade:	5
Job Title:	Community Nursery Nurse in School Nursing	Directorate:	Public Health / Chief Executive
Date:	26th January 2022	Version:	1:1

Brief Description of job role and department

The post holder will be employed by the London Borough of Sutton but will work as part of the Sutton Health and Care Alliance (SHC). SHC is a partnership of key local health and care providers including the Council, Epsom and St Helier's NHS Trust (ESH), South West London and St George's MH Trust and the GP Federation. The SHC Alliance was formed so that local health and care providers could work together to deliver high quality health and social care for Sutton residents. The SHC Alliance is already starting to deliver innovative services in Sutton that are providing joined-up care. The first of these is Sutton Health and Care at Home which went live in April 2018.

The post holder will work with the Head of Service to deliver the strategic vision for children's services in the Borough, promoting interagency working between Health, education and Local Authority services to achieve the best outcomes for children in Sutton.

Key Tasks:

- The post holder will contribute to the health needs assessment of school age children and their families. Deliver a defined plan of care guided by the School Nurse.
- To promote the health and well-being of children and their families, to enable them to reach their full potential and not be disadvantaged through ill health or disability.
- Be part of the team in developing, implementing and evaluating programmes including health promotion activities.
- To work with the School Nursing team and wider multi agency team including other partner organisations, with responsibility for providing quality services which promote the health and wellbeing of children and young people.

Representative accountabilities

- Deliver service activities and manage caseloads under the supervision of the School Nurse to ensure intended outcomes for clients and the Council are delivered within agreed service standards.
- Identify and implement improvements in own work area in order to deliver continuous service improvement and improved outcomes to clients
- Liaise with clients to review service requirements and resolve any potential problems in a timely way.
- Keep up to date with changes in policy/legislation/contractual requirements in order to ensure service delivery is effective and complies with appropriate regulations.

Budgetary accountabilities

- To deliver the service within the available budget.

Specific accountabilities
<ul style="list-style-type: none">• Under the direction of the School Nurse, provide health screening and health education for primary school age children, and assist in the provision of appropriate packages of care, and support for individuals and families, reporting any deviation from the normal.• To give appropriate advice and support for parents and individuals around a range of issues of growth and development, head lice, enuresis, healthy diet and exercise, using protocols developed within the School Nursing Service• To participate in the planned child health surveillance programme for all primary school age children including the national Child Measurement Programme (NCMP), within a designated caseload, specifically by following up and advising on normal child development, behavioural issues, education and play/stimulation within the care plan for individual children and families, and to use the personal child health record appropriately and to report any deviation from normal.• To contribute to School Health profiles by participating in health needs assessment, both at individual and school level in order to plan and carry out health promotion activities accordingly. Actively support setting up and running of group work in partnership with the School Nurse or others.• To work closely with families where there is recognised need for extra support such as children with disabilities, home safety, A & E attendance, behaviour and play support.• To set up and provide parenting classes within the school setting as required.• To be an active member of the School Nursing team, effectively communicating with all team members and updating them of all relevant matters pertaining to the workload and, where required, other agencies on professional issues.• To assist in the education and training of students of all disciplines within the School Nursing Service.• To participate in clinical supervision and appraisals to inform in-service training needs as appropriate.• To adhere to London Borough of Sutton guidelines and procedures for Child Protection.• To take responsibility for ensuring that the service key performance indicators are met by maintaining effective data entry and participating in service initiatives to increase performance• To maintain patient confidentiality, to order relevant health education materials as necessary and to record daily activities in your diary.• To participate in the design and development protocols relating to children's health and well being.• To undertake all relevant training which will enable the individual to carry out the job in a professional manner; and to be responsible for the safekeeping of any issued equipment and report any defect, loss or damage.• To maintain accurate contemporaneous records. To provide written and verbal reports as requested. Ensure accurate records are maintained in accordance with the Local Authority policies and procedures• Adhere to all the requirements of the GDPR• Participate in Clinical Governance and Audit activities to ensure the highest quality of practice is maintained.

Role Profile - Details Specific to Job Family
These roles would be regarded as “front line” service delivery roles. Here, role holders are directly accountable for performance, often through the direct control of significant resources or through managed contracts. These roles may also deliver some of their results through collaborative working with co-producers or other third party agencies.
Role Profile - Details Specific to Grade
Will have accountability for achieving clearly specified and measurable results either personally or through the leadership of a team. Will be dealing with complex problems and issues within the boundaries of technical or professional skill and knowledge. Will make recommendations on procedural improvements and other initiatives to enhance team performance. Role requires a level of professional expertise to deliver a front line service.
Person specification (knowledge, skills, experience and behaviours required in the role)
<p>Education/Qualifications</p> <ul style="list-style-type: none"> • NNEB/Diploma in Childcare and Education or equivalent or • Level 3 BTEC National Diploma in Early years awarded by EDEXCEL or • NVQ Level 3/4 in Early years and Education awarded by City and Guilds, CACHE, EDEXCEL and the OU <p><u>Experience</u></p> <ul style="list-style-type: none"> • Delivery of health promotion activities • Working with children and families in a range of settings • Experience of working with children supporting their emotional well being. <p>Skills/Knowledge/Abilities</p> <ul style="list-style-type: none"> • Excellent communication skills: IT, written and oral • Willingness to support management of change, development and working practice • Sound knowledge base in child development and factors that affect development • Understanding the importance of safeguarding children, clinical governance arrangements and the ability to make decisions in these areas • Ability to set personal objectives, and manage time, priorities and stressful situations Ability to work as part of a team and other agencies • Be a car owner/driver
<p>Mandatory accountabilities/requirements for all LBS staff</p> <ul style="list-style-type: none"> • Ensure all health and safety standards are adhered to for the relevant work area. • Apply diversity and equal opportunities policies in the workplace.