

Job Description

Job Title:	Staff Nurse (Part Time Term-Time)
Hours of Work:	24 hours per week, includes long days, night working and weekends as this service is provided is 24/7 during term time.
Department:	Medical Centre
Accountable to:	Head Nurse
Number of direct reports:	
Budgetary responsibility:	None
Location:	Stowe School
Purpose of the role:	

The Stowe Group

The Stowe Group of schools (Stowe, Swanbourne House and Winchester House) was created in January 2021 and is situated on three separate sites in Buckinghamshire and Northamptonshire. Across the three schools, The Stowe Group offers education for boys and girls from 3-18 years. Within The Stowe Group there are more than 1,500 pupils and 850 colleagues. The Schools occupy sites of historical significance in Swanbourne, the market town of Brackley and the world-famous landscape gardens at Stowe, where we work with The National Trust to manage 880 acres and open the grounds to over 200,000 visitors a year. Stowe House is open to the public during the School holidays and for guided tours during term time. The Stowe Group is committed to safeguarding and promoting the welfare of children and expects all staff to share this commitment. In 2021, The Stowe Group launched its transformational and substantive Change Makers vision and Change 100 programme.

Vision & Ethos

We are Change Makers

Stowe stands in the most sublime setting of any school in the world. Historic buildings, landscaped gardens and the very spirit of the Enlightenment sit at the heart of its founding. But, as this remarkable landmark enters its second century as a leading public school, we believe that beauty and tradition are not enough: our future vision for the School embraces change, uncertainty and the challenges that will face our pupils not just during their academic careers, but throughout the rest of their lives in a world which is increasingly complex and ambiguous. Within that volatile environment we see our pupils and staff as Change Makers. They will make a lasting impact not only while they are here at Stowe, but, perhaps more importantly, in the wider world. The history of this place, both as a stately home and as a pioneering school remains important to our mission of education, and at the heart of a Stowe education remains intellectual enquiry, academic curiosity and a love of learning. We strive for a balance of rights and responsibilities, equality and inclusion and to treat each pupil and member of staff as an individual. Our vision is inspired by a history of progressive thinking, and has been developed through collaboration with our pupils, parents, teachers, support staff, governors and alumni. Yes, we teach pupils how to excel in exams, but we also teach them how to collaborate, how to solve problems and how to think critically. Stowe is educating a generation of Change Makers ready to transform the world.

The Group's talented and committed workforce is one of our greatest strengths. We are committed to fostering team engagement, attracting, mentoring, developing and retaining our best teachers and support staff. We focus on employee wellbeing, provide opportunities for professional growth and we create a culture of community and partnership.

Key Tasks:

Key Responsibilities and Accountabilities

- To provide support to the senior nurses ensuring the highest standard of nursing care.
- To ensure an on-going welcoming, caring and safe environment is provided for the students.
- To maintain good relationship with school houses and medical centre and attend regular meetings.

Key Tasks

Professional Responsibilities

To practice at all times within the Nursing and Midwifery (NMC) Code of Professional Conduct and be conversant with the Scope of Professional Practice and other NMC advisory papers.

To maintain Registered Nurse Status and adhere to the requirements of PREP.

To operate under the guidance of best practice, as dictated by local and national policies, including child protection.

To use evidence based practice to maintain a high level of nursing care to pupils.

To ensure that a code of confidentiality is adhered to in line with the law.

To contribute to the smooth and efficient running of the medical centre under the direction of Senior Nurses.

To ensure adherence to statutory Health and Safety and Data Protection Legislation at all times.

Nursing

- To provide a high standard of service within NMC guidelines to pupils, staff and visitors.
- To deliver first aid and emergency care as necessary.
- To assist Senior staff in the development and delivery of Nurse run clinics.
- To provide confidential advice and support to students, including referral and/or signpost to alternative services that may be of assistance to pupils.
- To ensure - with guidance - care plans are written for those pupils with medical needs and ensure that this information is disseminated among appropriate staff.
- To assess, implement and evaluate in-patient care of pupils admitted to the Medical Centre, under the direction of Senior Nurses.
- To provide support to the School Doctor during clinic times, under their direction.
- To follow defined protocols to assess, triage and treat patients attending the Medical Centre.

- To carry out child and adolescent surveillance programmes in conjunction with the rest of the nursing team.
- To follow direction on immunisation procedures relevant to the school population and individuals
- To operate procedures for the control of infectious diseases and to practice within Universal Precautions
- To support the sport doctor, providing pitch side assistance

Health Education

- To promote health education throughout the school population utilising opportunities to deliver information to patients.
- To assist in the delivery of the medical PSHE programme.
- To maintain and increase awareness of First Aid techniques.
- To ensure the provision of and access to a range of publicity materials on issues relating to student health.
- To keep up to date with current health promotion initiative.

Administrative

- To ensure appropriate paperwork and records, following the NMC Code, are completed.
- To keep nursing records to a high standard ensuring the accurate and rapid retrieval of information.
- To participate in audits as appropriate.

Liaison

- To regularly attend Medical Centre meetings.
- To communicate to Senior Nurse Manager any areas of concern/for development.
- To liaise with school nurses and other practitioners to facilitate national programmes eg. Immunisations.
- To liaise with members of staff and parents regarding students' health and wellbeing.
- To attend meetings within and outside of the school relating to health issues.

Specific Responsibilities

- To act as the named House Nurse for a number of boarding houses.

Person Specification: The selection of candidates for short-listing will be based on this specification and candidates should bear this in mind when preparing their application and completing the application form		
Attributes	Essential	Desirable
Qualifications	<ul style="list-style-type: none"> Registered Nurse Willing to undertake further formal training as required 	<ul style="list-style-type: none"> Teaching qualification
Specialist Skills and Experience	<ul style="list-style-type: none"> Ability to communicate both verbally and in writing in an effective way Ability to work under direction of Senior Staff as well as on own initiative To be flexible in approach and contribute fully within a team environment Contribute to team development and skills sharing Knowledge of Safeguarding Procedures Basic IT skills Be able to demonstrate post registration experience Experience of working within a MDT 	<ul style="list-style-type: none"> Evidence of a developing skill base eg. Venepuncture Evidence of professional updating Counselling skills Sports Injury Management Vaccination certificate Previous experience of working with 13–19-year-olds A&E/Primary Care experience
Personal Qualities	<ul style="list-style-type: none"> Able to work the necessary shifts to meet the needs of the service A committed interest in working with school aged children and young people and in providing a professional and caring service to the school Excellent clinical, communication and team working skills 	<ul style="list-style-type: none"> Car driver/owner
This job description and Person Specification reflects the present requirements of the post and as duties and responsibilities change/develop, the job description will be reviewed and be subject to amendment in consultation with the post holder		
Date Agreed: July 2024		

Our Values



Value scales:

This value is the least important to the role	This value has some significance to the role	This value is desirable to the role but not essential	This value is important to the role	This value is essential to the role
1	2	3	4	5

In the role of Staff Nurse we are looking for Change Makers who are (please highlight as appropriate):

Professional:	1	2	3	4	5
Creative Problem Solvers:	1	2	3	4	5
Kind:	1	2	3	4	5
Flexible:	1	2	3	4	5
Collaborative:	1	2	3	4	5
Communicator:	1	2	3	4	5