



NORTHFIELDS

VIRTUS ET HONOR

SCHOOL NURSE

Northfields is seeking to employ a School Nurse to assist the team in offering basic medical support to the students or staff at the school.

The potential candidate will report to Administrative Manager.

Main duties and responsibilities

- Always adhere to the Nursing Code of Professional Conduct (NMC UK)
- Maintain registered Nurse status through the Mauritius Nursing Council
- Ensure that a code of confidentiality is adhered to
- Administer first aid and necessary medical care to students and staff as needed
- Assess and manage injuries and illnesses on campus necessary and record treatment given on ed-admin
- Maintain accurate health records and confidential medical files for all students and ensure students' data is accurate and up to date on ed-admin
- Organise routine immunisation programmes to provide protection against infectious disease in conjunction with the Health Authorities
- Create individual Health Care Plans for students with complex health needs and support students in developing self-care skills as per the school policies
- Assist in completing risk assessments for students on trips as and when required
- Complete relevant Health and Safety Accident reports as required by the OSHA 2005
- Manage the day to day running, stocking and maintenance of the Medical Centre including planning for the annual budget
- Liaise with external agencies and attend meetings about individual students as required
- Provide advice, information, and training to teaching staff about emergency management of but not limited to asthma, diabetes, anaphylaxis and epilepsy through Inset day training.
- Develop and conduct health education programs and awareness sessions for students and staff
- Promote healthy lifestyle choices, hygiene practices and preventive measures
- Work collaboratively with the Senior Management Team to create and maintain health-related policies and procedures
- Ensure school compliance with health regulations
- Undertake additional duties as requested by the Senior Management Team
- Serve as part of the Safety & Health Committee
- Serve as part of the Safeguarding Team
- Track and record infectious diseases among school population and provide reports as required
- Develop and maintain links with external practitioners and refer students as and when required following consultation with DSL safeguarding
- Prepare accident reports and follow up on student recovery and insurance with parents

Safeguarding Statement

Northfields is committed to safeguarding the health, well-being and safety of our students by creating and maintaining an open, safe, caring and supportive environment. We aim to foster a strong sense of community, respect and discipline while promoting positive student-life experiences. Safeguarding and Child Protection are the direct responsibility of all members of the community: The Board of Directors, Leadership and Management, Staff and Volunteers.

Empowering learners to reach their full potential



The successful candidate should possess the job specification as outlined below:

EDUCATION

- Diploma in Nursing or Health
- Registered Nurse
- First Aid qualified

KNOWLEDGE & EXPERIENCE

- A minimum of three year's experience as a Nurse.
- Evidence of experience in working with school-age children
- Pastoral Care
- Knowledge of the Public Health role for school aged children and their families
- IT Literacy (Ed Admin)

SKILLS

- Patience and the ability to remain calm in stressful situations
- Ability to handle multiple tasks safely and efficiently
- Clear verbal communication skills to explain sensitive information
- The ability to work well with their hands
- The ability to work well with others
- Pay attention to details
- Ability to demonstrate energy, excitement and a passion for quality of work

If you are interested, please send you CV and Cover letter to careers@northfields.school

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