



## Appointment of School Nurse (casual position)

Come and join our vibrant school, located in a growing NSW Regional Centre where lifestyle, affordability, low stress and rich community are realities.

The primary role of the School Nurse is to manage the health of the students and the extended school community in our educational and boarding community. The school nurse is responsible for maintaining programs which protect and maintain the health and safety of the school community within the school's philosophy. There is a daytime health clinic on both Calrossy campuses.

### **Location**

Calrossy Anglican School, Tamworth – William Cowper and Brisbane Street Campuses

### **Role accountability**

- This position is ultimately responsible to the Principal
- This position will be directly responsible to the Head Nurse

### **Collaborates With**

- Head Nurse, Boarding Staff, Teaching staff, School Psychologists, Support and Operations teams

### **Our School**

Calrossy is a leading Anglican Day and Boarding School located in Tamworth, a thriving regional centre in the North-West of NSW. It is a 'coeducational school with a difference', catering for approximately 950 girls and boys from Pre-School to Year 12. We have moved into our second century with a bold vision of quality Christian education for the young men and women of regional Australia, under the auspices of the Anglican Diocese of Armidale. Whilst a comprehensive school with an open enrolment policy, Calrossy has performed as the top academic school in North-West NSW in the past ten years, regularly achieving HSC results in the top echelon of schools in the state. Sporting and co-curricular involvement of students and staff is an important component of school life and we seek similar excellence for our students beyond the classroom.

Calrossy possesses strong pastoral structures that seek to nurture wellbeing, promoting understanding and commitment to develop holistic and well-rounded students are creators of hope and change that matters. Our school values of Integrity, Resilience, Selflessness and Inclusiveness are promoted through Boarding, which is integral in the achievement of these in the life of our students.

### **A stimulating learning environment**

Calrossy is a forward-thinking school, creating innovative and modern working environments that enhance student learning and fosters a passion and a culture of participation in all aspects of school life. There are a broad range of activities for Boarding and Day students, enabling success and engagement, both outside and within the classroom.

Well known for our outstanding and distinctive approach to wellbeing, Calrossy is a place of belonging, where each student's wellbeing is nurtured, catering for individual special needs and potential.

Calrossy operates on two campuses in Tamworth, with the Junior School and Years 7 – 9 located on the William Cowper Campus in North Tamworth and Years 10 -12 students learning at our Brisbane Street Campus in East Tamworth. Boarding facilities for both girls and boys are provided within the school and nearby. Calrossy operates Tangara Farm as a Trade Training Centre which is home to our renowned Agriculture and Primary Industries programs.

### **Our Vision and Mission**

*Calrossy Anglican School provides excellence in Christian Education and we seek to produce graduates who are creators of hope and change that matters.*

Our school values are **Integrity, Resilience, Selflessness** and **Inclusiveness**. Operational values are **Integrity, Accountability, Empathy and Courage**.

## ***Childdsafe Organisation***

As a Childsafe school, we are committed to high standards of care and practices to ensure the safety and protection of children. Every staff member must have a current **Working with Children Check** and is required to actively support the promotion of a safe learning environment.

***Vaccination status:*** Candidates who are granted an interview will be asked their vaccination status.

The position is fundamentally a Term time only role, however there may be times that you could be called upon to fulfil tasks or duties during term breaks.

## **Applications**

Please forward applications for this position to the Principal, supported by a letter of introduction, appropriate Curriculum Vitae and the Calrossy application form via [admin@calrossy.nsw.edu.au](mailto:admin@calrossy.nsw.edu.au).

The successful applicant will take up this role as soon as possible.

A salary package will be negotiated with the successful applicant in line with the Independent Schools NSW (Support and Operational Staff) Multi-Enterprise Agreement 2021.

Queries about this position can be directed to the Human Resources Officer, Sally-Anne Fielding via [hr@calrossy.nsw.edu.au](mailto:hr@calrossy.nsw.edu.au).

Applications close on Sunday 16 October 2022.

## ***Qualifications and Experience***

- Registered Nurse with current registration, certified by AHPRA
- Annual Assessment and Certification of Cardiopulmonary Resuscitation (CPR)
- Current First Aid Certificate
- Current Working With Children Check
- Active interest in paediatric and adolescent health
- Current Class C driver's license
- Evidence of participation in ongoing nursing and interdisciplinary educational activities
- Responsible for requiring 20 CPD hours to maintain registration
- Competency operating the suite of Microsoft Office Software including Excel & Word

## ***Personal Qualities***

### **Essential**

- Willingness to uphold the Christian mission for the school
- Honesty, Integrity and authenticity in dealings with colleagues, students and staff
- Critical eye for detail, organisational and decision-making skills
- Ability to work with sensitive information in a professional/discrete manner maintaining confidentiality
- Comply with the School's Code of Conduct and other relevant school policies and procedures
- Enthusiastic and positive attitude
- Ability to exercise initiative and work effectively in a team environment
- A neat and tidy appearance and overall attitude vital to fit in with the fabric of the School community
- Ability to work unsupervised

### **Desirable Criteria**

- NSW Health Department Immunisation Accreditation
- Knowledge of risk management
- Ability to provide accredited First Aid Training to staff and volunteers

# School Nurse - Role description

## Accountabilities and responsibilities of the position

The fundamental purpose of the position of School nurse is to ensure the physical health and wellbeing of the school students and staff including resident students. The successful applicant will be responsible for helping to implement programs which protect and maintain the health and safety of the school community to a high standard as required by the Principal.

### *Ethos*

- Actively support and promote the Christian ethos of Calrossy in a manner that is inclusive and sensitive to the life experiences of those in the wider school community
- Support the 'One School' focus of Calrossy Anglican School from Pre-School and P - 12
- At all times promote the School's Christian core values in ways that are practical and accessible
- Promote Calrossy as one school with a single mission and vision, operating across campuses

### *Promote and protect the optimal health status of the student*

- Develop policies, procedures and standards for health procedures
- Monitor the health status of the school population
- Provide first aid care and access to medically prescribed services
- Provide health education to students

### *Provide health assessments*

- Obtain patient health history
- Screen and identify deficits e.g. vision, growth
- Observe the student for development and health patterns to make a nursing assessment and nursing diagnosis

### *Develop and implement health care plans*

- Interpret the health status of students to parents and school personnel
- Initiate referrals to health professionals
- Initiate referrals to school personal for remediation and counselling
- Provide information for modification of school programs to meet student's health needs
- Plan and implement school health management protocols for the child with special health needs, including the administration of medications and health treatments

### *Promote and assist in control of communicable diseases through preventative immunisation programs, early detection, surveillance and reporting of contagious diseases*

- Liaise with area health services, parents, medical officers and school personnel
- Promote school immunisation in the school population
- Maintain immunisation records and complies with state legislation and regulations

### *Act as a resource person for staff*

- Provide current information for health education
- Liaise between school and community health activities
- Provide health counselling and support for staff

### ***Comply with documentation, legislative and policy requirements***

- Maintain security of health records and supplies
- Maintain working knowledge of Federal and State laws and regulations affecting the delivery of school health services
- Participate in and observe risk management committee requirements

### ***Responsibility for health centre management***

- Maintain supply of stock and equipment
- Possess technology skills related to management of health centre
- Maintain and provide statistical records regarding illness/injury reporting
- Perform your duties to the best of your ability and be accountable for your performance
- Comply with lawful directions
- WH&S - In accordance with the Workplace Health & Safety Act 2011 employees must,
  - while at work take reasonable care for their own health and safety,
  - take reasonable care for the health and safety of others,
  - comply with any reasonable instruction from Calrossy Anglican School.
  - Follow defined WHS policies and procedures.
- Participate in any in-house training programs, as well as other job specific training that is identified as required for this job description
- Participate and contribute to team meetings
- Participate in workplace change where required
- Follow reasonable instructions and related duties as given by your supervisor or their delegate
- Report concerns or problems to supervisor