



# SCHOOL NURSE (PART-TIME, TERM-TIME ONLY)

MORE HOUSE SCHOOL, FRENESHAM



[www.morehouseschool.co.uk](http://www.morehouseschool.co.uk)

# Overview

Part-time (24 hours per week), permanent, term-time only, non-residential position starting May 2024, or as soon as possible thereafter.

Reporting to the Lead Nurse, the School Nurse will support the Lead Nurse in the delivery of a first class, responsive School Nursing service that promotes good health and provides first aid, medical treatment, advice and support for pupils and staff.

Our staff are committed and inspirational, transforming the futures of pupils with literacy and language-related additional challenges, by empowering them.

## Our School Vision is:

*To lead in transforming the futures of intelligent children who experience Specific Learning Difficulties, Developmental Language Disorder and associated conditions, by empowering them.*

## Our School Values are:

*Kindness - Spirit - Responsibility*



**More House School**  
**Rated Outstanding by Ofsted (2023)**



# The School

Nationally celebrated, More House School provides an exceptional, mainstream education for intelligent boys with Specific Learning Difficulties and weakness in their developmental language skills. Providing a transformative education repeatedly recognised as 'Outstanding' by Ofsted over more than a decade, we offer a specialised learning environment for day and boarding boys from Year 4 to Year 13. Our pupils are taught to recognise their strengths and develop their self-belief so that they achieve independence and extraordinary results at GCSE, BTEC and 'A' Level, above the national averages. A majority progress to university.

The School has an 85-year history of supporting boys with additional challenge in their educational experience. Now with 500 pupils, the School has grown significantly in recent years and has the largest number on roll ever. It is recognised as being the largest SEND-specialist provision in the United Kingdom and is heavily involved in outreach work. More than half of pupils have their places funded by their local authorities.

Delivering a mainstream independent-school experience, both academically and socially, the very broad curriculum affords all pupils the opportunity to discover their strengths, challenging them to fulfil their academic and extra-curricular potential. Pupils benefit from classroom teaching which recognises that each pupil is individual in his profile of skill strengths and weaknesses, and which focuses on adaptive strategies which look beyond pupils' individual diagnoses and prioritises the support of the four core elements of language, attention, processing and working memory. All teachers are supported to develop their understanding and professional practice in this respect, both on arrival and throughout their employment, through high-quality, nationally-accredited training delivered in-house.

Class-sizes are small, with a maximum of 15 pupils, and almost all pupils receive timetabled support through the on-site Learning Development Centre which comprises Speech and Language Therapists, Occupational Therapists and specialist Dyslexia-qualified Literacy and Numeracy Tutors.

Judged 'Outstanding' by Ofsted in its last five School inspections, our most recent inspection (March 2023) graded More House School 'Outstanding' overall, and 'Outstanding' in each of the six sub-sections of the report. The School's provision for residential boarders was most-recently inspected in November 2023 and likewise graded Outstanding in every respect. More House is CReSTeD approved, listed in their Specialist Schools category, and is an active member of the Independent Schools Association and the Boarding Schools' Association.

The School is set on a wooded hillside in nearly thirty acres on the Hampshire/Surrey border and within the Surrey Hills Area of Outstanding Natural Beauty. Attractive modern facilities lie above the playing fields. London Waterloo is one hour away by train from close-by Farnham railway station, and there is easy access to the M25, M3 and A3 major routes. Guildford is twenty minutes' drive away, Basingstoke twenty-five, and Southampton an hour.

In recent years, the School has built its School of Engineering and CAD facilities, opened a new Humanities block and School Chapel, completed our brand-new library and Media Studies centre, and grown our learning support facilities. 2018 saw the expansion of the campus and the conversion of a large domestic building into our new Sixth Form centre, which was opened in January 2019, improving further the facilities for both teaching and independent study. In December 2022, we installed a new Strength and Conditioning fitness gym for students and employees. Future plans include an ambitious building project improving further our Science laboratory facilities, extending the School's medical surgery and improving facilities for therapeutic counselling. We are also seeking planning permission for another project which will realise increased resources for Sports.

Teaching and support staff join the School from a variety of backgrounds. Many employees have worked at More House for a number of years, but the School has supported numerous teachers through their initial teacher training, and more through their Early Career Framework. Those already qualified may have previous experience in the state-maintained or independent sectors, and may have previous experience supporting learners with specific learning and language difficulties, or may not.

Adults with a genuine wish to develop their skills in making learning opportunities successful for neurodiverse learners thrive at More House School. The School provides a high level of support and training for all teaching and support staff, affording the development of confidence, skill and qualifications in helping pupils to overcome the potential barriers to achievement posed by their difficulties. The School also provides training for many other external professionals and other schools, and on behalf of the Independent Schools Association.

The School is characterised by a continuous pursuit of excellence and improvement in all aspects of its provision, in order to realise the best possible experiences and outcomes for all pupils. All our staff are united by a shared commitment to the School's vision and mission, and by our values of Kindness, Spirit and Responsibility.

# About the Department

The school Medical Centre is staffed from 7:30 am – 6.00 pm. The School Nurse will be required to work a mixture of 6-hour early shifts (starting at 7.30 am) and late shifts (finishing no later than 6.00 pm) Monday to Thursday to cover these hours, with a degree of flexibility when needed.

## About this Post

The School Nurse will assist the Lead Nurse in managing all medical and health issues within the school, providing evidence-based and high-quality nursing care to pupils and all members of the school community. They will offer support with medical and health elements of the PSHE curriculum and ensure the medical and health provision with the school is compliant with the National Minimum Standards for Residential Special Schools as outlined by 'Ofsted'.

The postholder will adhere to the Nursing and Midwifery Council (NMC) Code of Professional Conduct at all times, and follow other statutory guidelines outlined by the NMC, as well as adhering to all More House School policies and procedures.



# Principal Accountabilities

## Clinical:

- To deliver high quality nursing care to pupils;
- To provide first aid and attend emergency situations;
- To accompany pupils for medical / dental visits or hospital where required;
- To provide up-to-date and appropriate clinical advice and care ensuring pupil safety at all times;
- To provide an environment which is conducive to the development of a trusting relationship with pupils that takes into account their wishes and feelings;
- To provide support for pupils with chronic conditions and/or returning after a prolonged period of absence;
- To provide the necessary arrangements when a boarding pupil needs to see a doctor, dentist and/or other health professional;
- To maintain health records for each pupil, and identify pupils who require Medical Care Plans and Risk Assessments;
- To support the Local Health Authority School Nurses in delivering immunisation programmes in line with government recommendations;
- To administer over the counter and prescribed medications and to train school and boarding staff on administering medication in accordance with national, local and school policies;
- To identify areas for clinical development;
- To ensure compliance with the NMC Code of Conduct and Code of Professional Practice and other N.M.C. advisory papers;
- To be aware of, and use 'Gillick Competence' and 'Fraser Guidelines' in the assessment of pupils' needs.

## Daily Medical Centre Management:

- To identify and manage the health needs of pupils and ensure medical care plans are updated as required or annually at minimum;
- To keep the department tidy and clean and adhere to infection control guidelines, report any damage or inadequacies in equipment;
- To update medical information on the school's database (Engage);
- To ensure the correct reporting of all accidents within the school, and alert the Senior Leadership Team when an accident may be reportable to RIDDOR;
- To manage first aid and medication requirements for school trips in conjunction with the Trip Leader;
- To take responsibility for checking and re-stocking first aid boxes throughout the school.

## **Communication:**

- To communicate appropriately with pupils taking into consideration their level of understanding, cultural / ethnic background and any potential barriers;
- To ensure good communications and close liaison with parents / guardians and staff when a pupil is unwell whilst maintaining the appropriate level of confidentiality;
- To maintain close links with the Residential team and support them appropriately including daily handover of boarding pupils who have attended the Medical Centre;
- To develop and maintain good relationships with all school staff and outside agencies such as local primary health care teams and local hospitals.

## **Other Duties:**

- To assist with teaching health education throughout the school and provide pupils with appropriate health promotion literature;
- To commit to the safeguarding and welfare of all pupils at the school;
- To participate in staff programmes for training, in particular safeguarding and Health and Safety;
- To maintain and develop own professional knowledge and awareness and participate in the NMC revalidation programme;
- To share in the school-wide responsibility for the wellbeing and discipline of pupils;
- To promote the good work of the school in the wider community;
- To take part in the performance management / appraisal cycles;
- To attend all mandatory training.

Apart from the duties summarised in this job description, the Headmaster and Deputy Head (Pastoral) reserve the right to include other reasonable duties which are part of, and incidental to, this type of work.

## **General Responsibilities:**

- To treat all pupils, colleagues, parents and stakeholders in accordance with the School's values of Kindness, Spirit and Responsibility
- To ensure that all activities are undertaken in accordance with Health and Safety provisions
- To help ensure the tidiness, the monitoring and safe storage of all equipment used in the department
- Attendance at INSET training days and other formal out of School functions, including Founders' Day
- To maintain appropriate records, and complete all administrative tasks associated with the role in a timely and accurate manner
- The post holder is responsible for promoting and safeguarding the welfare of children.

## Relationships:

- The post-holder is responsible to the Headmaster in all matters, is supported by the Deputy Head (Pastoral) and Lead Nurse;
- The successful applicant must also interact effectively on a professional level with colleagues, and seek to establish and maintain productive relationships with all.

# Personal Specification

## ESSENTIAL

## DESIRABLE

### QUALIFICATIONS

RN or RGN and currently on the N.M.C. Register.

RN Child, RSCN or RGN with paediatric experience.

BSC in Nursing / relevant subject, or equivalent qualification and experience.

Up-to-date 3 Day First Aid at Work certificate.

### SKILLS AND EXPERIENCE

Two years' post-registration experience.

Paediatric and / or school nursing experience or experience of working in an educational environment.

Knowledge and skills in the management of long-term conditions and complex needs, e.g. Epilepsy, Diabetes, Asthma, Mental Health.

Experience working with children and young people.

Willingness to attend a First Aid at Work Training Course.

Experience of working within an Accident and Emergency Department, Practice Nursing or Minor Injuries Unit.

Evidence of a commitment to own professional development in relation to paediatric nursing.

Previous experience of working with the National Minimum Standards for Residential Special Schools.



## SKILLS AND EXPERIENCE (continued)

Competence with basic Information Technology applications, including those within the Office 365 suite.

Ability to deliver training to colleagues.

Holder of a full clean driving licence and ability to use a car for work if required.

Experience of using a school Management Information System (MIS), such as SIMS, iSAMS or Engage. (The School uses Engage).

## PERSONAL ATTRIBUTES

Strong sense of humour, optimistic enthusiasm and inclination to embrace challenge.

Evidence of resilience and professionalism in the face of challenge. Readiness to identify and respond with appropriate initiative to new challenges.

Excellent interpersonal and communication skills, particularly with young people, demonstrating an understanding of, and commitment to, professionalism and teamwork.

Understanding of own strengths and areas for development.

Excellent standard of written and verbal English, record-keeping and attention to accuracy and detail.

Excellent time-management and prioritisation skills, and ability to work under pressure and to deadlines.

Strong and secure personal commitment to the school's ethos and aims, promoting the best possible outcomes for pupils.

Ability to deal with sensitive and confidential information in an appropriate manner.

Ability to demonstrate sound judgement and decision-making skills.

## Hours:

24 hours per week during term-time (exact hours to be confirmed). Annual leave cannot be taken during school term-time.

(Note: academic terms are typically shorter than those in the state-maintained sector, and School holidays are therefore significantly longer).

Attendance at school events outside these hours from time to time, as well as a few INSET days towards the beginning or end of school holidays. It is expected that some time will be spent during school holiday periods in developing the department and preparing for the new term.

## Remuneration and support:

- Annual salary, paid in monthly instalments: extremely competitive and in accordance with qualifications, experience and recognised skills;
- Pension - there is a contributory pension scheme in operation specifically for non-teaching personnel. As governed by pension legislation you are automatically opted into the scheme and once enrolled, need to complete an 'Opt Out' form not to be included. Contributions are paid by the School at the Governors discretion and directed by Government legislation. Contributions towards your own personal pension plan may be made, but again this will be at the discretion of the Governors with the forementioned restrictions. Details about the scheme can be found at <http://www.nestpensions.org.uk>;
- Sick-pay;
- Employee Assistance Programme;
- Cycle to Work Scheme;
- Free on-site parking within the School's beautiful grounds;
- Excellent lunchtime meals at no cost in the School's refectory;
- Free use of the School's fitness gym facilities.

## Safeguarding:

This role is deemed to be one of working in regulated activity, meaning that the post-holder may expect to come into unsupervised contact with children and young people frequently in the discharge of their duties on-campus. As such, the expectations of conduct, required of all adults working at More House School, apply to this position, as does a full Safer-Recruitment vetting process of any appointee. A key responsibility of all adults working within the School is that of ensuring the effective safeguarding of all children and young people, through adherence to the School's policies; full training is given.



# TO APPLY

Please visit our website and complete the online application form:



The card features the school crest on the left. The text on the right reads: **Teaching and Therapeutic Staff Application Form**. Below this, it says: "Please supply a full history in chronological order (with start and end dates) of all employment, self-...". At the bottom, there is a link: "More House School /".



Interested candidates are welcome to make an appointment to visit the school for an informal visit in order to learn more about the role and setting.

The School reserves the right to interview appropriate candidates in advance of the above-named dates, and to appoint. Interested candidates are therefore strongly urged to submit their application as soon as possible.

This post is subject to an Enhanced DBS clearance and the receipt of satisfactory references before a formal job offer is confirmed.

**More House School** is firmly committed to safeguarding and promoting the welfare of children and young people.