



# POSITION STATEMENT

# SCHOOL NURSE

## **ROLE PURPOSE**

The POSITION is responsible:

- To ensure the delivery of a safe standard of nursing care in accordance with the Code of Practice of the Australian Health Practitioner Regulation Agency. The role is responsible for providing a nursing/health consultation and service to members of the College community.

## **KEY RESULT AREAS AND RESPONSIBILITY**

### **KEY RESULT AREA: PROVISION OF HEALTH CARE**

- To Contribute to the maintenance of a healthy work and learning environment at Penrhos College that is respectful, safe and supportive of the students and school community.
- To provide evidence-based, best practice nursing care to the students and staff
- To practice in accordance with legislation related to school nursing, and child and adolescent health care
- To provide nursing care in accordance with the Australian Health Practitioner Regulation Agency and recognised standards of nursing care
- To work in collaboration with individuals, parents and multidisciplinary health and school professionals to achieve optimal health outcomes.
- To provide health information and actively promotes positive health strategies to students, staff and parents.
- To ensure services provided are in a manner that is culturally appropriate to people of indigenous and other culturally diverse backgrounds.
- To contribute to the health care of students on tours, camps and excursions as required
- Undertake other duties as assigned by the Principal.

## **KEY RESULT AREA: HEALTH CARE SUPPORT TO THE BOARDING HOUSE**

- To work in cooperation with the Head of Boarding and Boarding House staff, to optimise the boarding student's health and management of illness, injury and rehabilitation.
- Be rostered to attend sporting fixtures (both IGSSA/IPSHA and weekend sports).

## **KEY RESULT AREA: HEALTHY ENVIRONMENT**

- To contribute to the creation of a healthy and safe school environment
- To liaise with parents and Boarding House staff regarding student health issues
- To be responsible for primary health care of students and staff in College situations
- To encourage students to be responsible for their own health and to be healthy using various health education and promotion activities
- To contribute to health education and health promotion for students and staff within the school environment
- To foster communication with parents/guardians to optimise student's health needs
- To refer to and consults with other agencies and/or health personnel as required
- To develop and maintains good working relationships with other members of the college community
- To liaise with other health and welfare organisations as required
- To undertake ongoing professional education and performance appraisal activities
- To create and maintains client and clinical records: provides reports as requested
- Other duties as required by the College administration.

*In relation to staff reports and in support of the above mentioned Key Areas:*

- To inspire staff to offer their highest talent and contribution.
- To engage staff as pathfinders in the pursuit of educational excellence.
  - Promote and ensure high professional standards and conduct
- To foster a vibrant, engaging and caring workplace
  - Facilitate a positive working environment by developing a team approach to work, ensuring open communication, transparent and effective decision making and collaborative practices
  - Care for each person as an individual, based on the whole person model adopted by the College
- To ensure staff actions, and the support of those actions, are aligned to the College's purpose.
  - Support and promote the principles of equal opportunity to ensure due respect is afforded to all
- To be a visible leader/participant in College activities and events.

## **KEY RESULT AREA: HEALTH SERVICE DELIVERY**

- To provide a high level of service to all customers (internal or external and including students, staff, parents and general community members). This encompasses:-
  - Creating a reputation for professionalism, excellence in nursing care and confidentiality
  - Creating positive and open communications to deliver the best possible outcome.
  - Provide a high level of customer care and delivery.
  - Ensuring systems and processes are optimised for efficiency and effectiveness whilst seeking ways to continuously improve how things are done.

- Providing a timely response in all service delivery interactions
- To demonstrate a flexible approach to the role by undertaking other tasks to support all of the above.

## **KEY RESULT AREA: BEHAVIOURAL DESCRIPTORS**

- To use initiative and take responsibility for all tasks undertaken.
- To exercise judgement and solve problems within the scope of the position.
- To undertake tasks with accuracy and professionalism whilst fostering a cooperative work environment.
- To maintain confidentiality at all times.
- To undertake safe work practise.

## **KEY RESULT AREA: TEAM PARTICIPATION**

- To work closely and cooperatively with all staff members.
- To contribute positively and constructively with the School community.
- To ensure performance is consistent with the ethos, aims and objectives of the School.
- To work collaboratively with Head of Boarding House, School Psychologists, Dean of Pastoral Care, Assistant Dean of Pastoral Care, Heads of Year, School Chaplain to provide support for students and staff with pastoral care issues.

## **KEY RESPONSIBILITY: DUTY OF CARE**

- To maintain and promote the principles of Occupational Safety and Health within the workplace in accordance with policy, including taking appropriate action in relation to identified hazards and risks to ensure the safety of self and others.

*“Schools and teachers owe a duty to take reasonable care for the safety and welfare of all students in the school. The duty requires schools and teachers to take all reasonable steps to ensure the safety and welfare of students from both known and reasonably foreseeable risks of harm and/or injury.” AISWA Duty of Care Policy 1105.doc.*

## **KEY RESULT AREA: PENRHOS COLLEGE MISSION AND ETHOS**

- To actively promote and support the College’s educational, spiritual and Co-Curricular ethos.
- To undertake activities to maintain personal professional growth appropriate to you and the College’s needs.
- To work co-operatively and collaboratively as a member of a team.
- To engender a spirit of continuous improvement to ensure that your contribution to the College is at the forefront of progressive education.
- To support and promote the principles of Equal Opportunity to ensure due respect is provided to all.
- To understand *that everyone plays a critical role in preventing any forms of sexual harassment on campus, not only for students, but of their colleagues as well.* A safe and respectful environment starts with all staff understanding their duties and ensure that their colleagues feel safe, and recognise that they are supported, protected and understand the reporting options.

# **SELECTION CRITERIA**

## **QUALIFICATIONS:**

### *Essential:*

- Current registration with Australian Health Practitioner Regulation Agency (AHPRA)
- Current Cardiopulmonary Resuscitation (CPR) Certificate
- Current National Police Clearance and Current Working with Children Card (WWC) or the ability to obtain.

## **EXPERIENCE:**

### *Essential:*

- Eligibility for affiliation with the WA School Nurses Association (WASNA)
- Minimum of five years post basic general nursing experience with a wide range of nursing experience including working with children and adolescents
- Maintains knowledge and skills in emergency and crisis response eg. Cardio-pulmonary resuscitation, anaphylaxis, allergy and asthma first aid, mental health assessment and critical incident management
- Experience/training in First Aid and the management of sporting injuries including spinal injuries.
- Training in Mandatory Reporting
- Knowledge/training of Gatekeeper Suicide Mental Health Risk Assessment
- Demonstrates a sound knowledge of young people's contemporary health and social issues.
- Has a good understanding and/or qualifications in women's health issues, and sexual health
- Demonstrates appreciation of the impact of being a boarding student
- Sound knowledge and application of computer skills.

## **SKILLS / ATTRIBUTES**

### *Essential*

- Ability and willingness to uphold and role model the College Values of Respect, Empathy, Integrity, Knowledge, Growth and Synergy.
- Excellent interpersonal and communication skills and the ability to work effectively within the school and general community.
- Ability to work as an independent health professional within a school community.
- Commitment to maintaining confidentiality of students, staff and families.
- Set goals and prioritise work and the capacity to manage multiple, simultaneous tasks.
- Collaborate with others in a positive, effective and collegiate manner.
- Proven ability to work both as a member of a team and independently as required.
- Demonstrated organisation skills and proven administrative ability.
- Ability to work effectively in a busy environment.

## **AUTHORISATION**

<b>Prepared by:</b>	People Services
<b>Authorised by:</b>	Principal & Director of People Services
<b>Approved by:</b>	Principal
<b>Date:</b>	April 2026

### **Statement of Commitment to Child Safety and Wellbeing**

All children and young people who come to Penrhos College have a right to feel and be safe. We are committed to providing a child safe and child friendly environment, where children and young people are safe and feel safe and are able to actively participate in decisions that affect their lives.

We have a zero tolerance for child abuse and other harm and are committed to acting in student' best interests and keeping them safe from harm.

The College regards its child protection responsibilities with the utmost importance and as such, is committed to providing the necessary resources to ensure compliance with all relevant child protection laws and regulations and maintaining a child safe culture.

Each member of the College community has a responsibility to understand the importance and specific role that they play individually and collectively to ensure that the wellbeing and safety of all students is at the forefront of all that they do and every decision that they make.

### ***Penrhos College is an Equal Opportunity Employer and Provides a Smoke Free Campus***

*The College recognises that Position Statements are dynamic documents, which are reviewed biannually or as required.*

