



HERRINGTON
INTERNATIONAL SCHOOL
EDUCATION BEYOND BORDERS

JOB DESCRIPTION

Position Title: School Nurse
Department: Healthcare and Safety

Job Summary

To play a critical role in providing a safe and healthy learning environment by serving as the vital communication link between home and school. The School Nurse assesses health conditions and intervenes to prevent illness and injury while remaining culturally sensitive to the diverse needs of the student population.

Job Goals

- Provide a safe, highly sanitary, and healthy learning environment for all students and staff.
- Act as the critical link between the home and school environments regarding student health monitoring.
- Assess and intervene in health conditions proactively to prevent the outbreak of illness and mitigate injuries.
- Demonstrate cultural sensitivity in understanding and meeting the diverse healthcare needs of the student body.

Main Responsibilities

- Administer basic first aid and emergency medical care directly to students and staff.
- Conduct comprehensive health screenings and routine physical assessments.
- Administer medications and medical treatments exactly as prescribed by authorized healthcare providers.
- Manage and securely maintain highly accurate and confidential student health records.
- Provide counseling and essential support for students dealing with mental health concerns.

Health Operations & Education

- Collaborate closely with teachers, parents, and external healthcare providers to develop and implement individualized healthcare plans for students with chronic conditions.
- Educate students, staff, and parents on vital health-related topics through workshops or informational materials.
- Coordinate and rigorously oversee school immunization programs.
- Facilitate professional referrals to outside healthcare providers and medical specialists when necessary.
- Participate actively in health promotion and disease prevention initiatives across the campus.

Safety & Inventory

- Monitor and strictly control the spread of communicable diseases within the school environment.
- Ensure absolute compliance with all local and international health regulations and guidelines.
- Assist school management in health and safety policy development, review, and implementation.
- Maintain a well-stocked, unexpired inventory of all medical supplies and clinic equipment, submitting monthly reports to administration.
- Lead the school's emergency medical response, including the management of severe allergic reactions (anaphylaxis/EpiPen administration), asthma attacks, and coordinating directly with local ambulance services during medical crises.

Additional Duties

This job description outlines the core responsibilities of the position. The post holder may be required to perform additional duties reasonably assigned by school management in support of the school's mission and development.

