

Sparta Area School District

Article 211 Specifications for the School Nurse

The School Nurse shall be a registered nurse with certification as required by the Wisconsin Department of Public Instruction. It is expected that the school nurse will be responsible for coordinating the planning, development, implementation, professional supervision and articulation of health services within the district. The school nurse shall be directly responsible to the Director of Pupil Services.

The position of School Nurse is not a member of the teacher's bargaining unit, however the salary is based on the professional staff salary schedule. The School Nurse is also eligible for the same health insurance, long term disability insurance, dental insurance and state retirement as offered to the teaching staff.

Through School Health Services, the district will provide:

1. Consultation services to school personnel and parents in order to meet emotional and/or physical needs of students within the classroom.
2. Assessment services for students with special health needs.
3. Liaison between school, parents and community agencies to develop cooperative working relationships, to interpret needs and programs, and to provide for additional resources and health services.
4. Collaborative inservice to staff and parents with other appropriate support services to share skills and information, and toward meeting the emotional and physical needs of students.
5. The skills and knowledge of a nurse on school or community committees, or task forces in the area of school health, wellness and related areas.
6. Initiation of programs and policies where needed to enable the school and community to better meet the health needs of the students.

Specific functions and duties of the School Nurse will include:

1. Participate as directed by administration in establishing appropriate school health service policies in cooperation with other school personnel and community resources.
2. Identification of children with specific health problems (mental, physical, or emotional).
3. Follow up of children with specific health problems.
4. Serve as a health consultant to administrators, school personnel, parents and students in regard to health needs of students and employees.
5. Provide professional development education for teachers on request through demonstration and presentation.

6. Maintain immunization and physical health records per state statute and board policy.
7. To be part of the health curriculum planning committee.
8. To acquaint school personnel with community health problems and community health resources.
9. To plan, appraise, and evaluate the school health services program periodically and to recommend changes to the administration.
10. To be responsible for ordering health service supplies annually and oversee their proper distribution.
11. Participate in IEP teams of students with special health problems.
12. Maintain a daily log of health services rendered by the nurse and by those under her supervision.
13. Coordinate screening programs for vision, hearing, and scoliosis, at the appropriate age level.
14. Provide first aid and emergency care or act in a supervisory role for that purpose, referring to parents or physicians as appropriate.
15. Supervise administration of medications by specific teachers or staff according to school policy.
16. Keep abreast of current health knowledge through reading professional literature, attending workshops, seminars, etc.
17. Assist with pre-kindergarten screening each year, being responsible for the vision and hearing screening and disseminating information to the parents regarding immunization requirements and pre-school physical examinations.
18. Other duties as assigned.

Legal Reference: Wisconsin Statutes 115.001(11) School Nurse; 118.29 Administration of Drugs to Pupils and Emergency Care; 120.13(11) Nurses and Dentists; and 252.21 Communicable Diseases

Cross Reference: Articles 322 and 514 – Communicable Diseases
Article 324 – Bloodborne Pathogens
Article 405 – Pupil Records
Article 515 – Policy for Dispensing Medicine to Students

Approved:

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