

WELLBEING PRACTITIONER /SCHOOL NURSE

CANDIDATE PACK

wELLBEING PRACTITIONER/SCHOOL NURSE

**Are you driven and passionate about creating a safe and welcoming environment for young people? If so, our Nursing team at JAGS is looking for a colleague to join them.**

With its distinctive heritage as the oldest independent girls’ school in London, James Allen’s Girls’ School, JAGS, provides a forward-thinking and contemporary education for over 1000 girls aged 4 to 18.

A diverse and dynamic school community that nurtures self-assured and considerate individuals who thrive, JAGS has entered an exciting new phase in its development.

This post presents a great opportunity to work within a community without barriers to full participation. Your input will help to support the school’s bold vision for all pupils and colleagues as we work together to develop this already exceptional school in its next exciting chapter.

James Allen’s Girls’ School 144 East Dulwich Grove London SE22 8TE

Wellbeing Practitioner / School Nurse

message from the head

I am delighted that you are interested in joining the JAGS community. As Head, it’s absolutely my belief that all girls should be given the opportunity to grow and flourish in an environment where there is no limit to their ambitions.

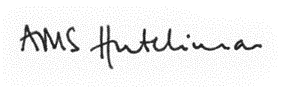
At JAGS you will find a happy, diverse and dynamic community, rooted in academic excellence and yet fully committed to the breadth of a holistic education both in and out of the classroom. Compassion and commitment are central to our ethos, in this environment that values individuality and inclusivity.

Our school aims, both in and out of the classroom, are clear:

* To celebrate our diverse and inclusive community
* To champion social awareness and sustainability
* To empower courage, creativity and compassion in each student
* To inspire aspirational and authentic lifelong learners and leaders
* To nurture respectful, resilient and kind individuals

It is an enormous privilege to lead this exceptional school, where all members of our school community share a passion for life and learning.

I hope that this matches your educational vision, and look forward to welcoming you soon.



MRS ALEX HUTCHINSON, MA (OXON) PGCE 

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working at jags

Working at JAGS is about more than just working. JAGS is a community and a family that nurtures a warm and supportive environment for both the students and staff who come to learn and work here. From your first day at JAGS you will have access to some of the best educational facilities in the country and will be encouraged to take part in the many shared activities here.

JAGS works hard to attract the best staff and the benefit package is both generous and competitive.



**We offer you:**

* The opportunity to join our outstanding school where public examination results consistently place JAGS amongst the leading schools in the UK
* A community of creative and compassionate students and staff
* A highly diverse and inclusive school community, committed to our bursary provision
* An inspiring and enthusiastic team of colleagues across the teaching and support staff
* Excellent facilities, including the latest resources to support learning
* Up to 10% Employer contribution to the School pension scheme
* A wide-ranging benefit package including lunch, free gym membership, school fee discount, cycle to work scheme, availability of computer staff loan, contribution to cost of eye tests and glasses, free access to the Dulwich Picture Gallery, death in service benefit

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All members of staff at JAGS are involved in the pastoral welfare of our pupils. We offer a nurturing environment so our pupils can be confident, happy, and positive contributors to society. Our Form tutors, Heads of Year, Heads of Section, Chaplain, Nurses, and school counsellors are overseen by the Deputy Head, Pastoral. All pupils are seen as individuals with their own needs and we work as a close team to help them navigate their way through their school life. The Nursing team at JAGS is outstanding and works closely with staff and parents to support the young people in our care.

We are looking for well-qualified Wellbeing Practitioners / School Nurses to join this exceptional school who shares our vision, is passionate about the welfare and health of young people, and who will bring their own individuality to this warm and supportive team. Teamwork plays a vital role within the Department: the staff love to share good practice, resources, and ideas. In addition, any prospective candidate must show an active commitment to the values and ethos of our school community and to the welfare of the pupils within it.



THE ROLE

**Job Title:** **Wellbeing Practitioner / School Nurse**

**Terms & Conditions:** Part-time or Full- time (term time only + 1 week)

The Medical Room opening hours are 8am – 5.30pm and hours will be required to fit in within this service

**Salary:** FTE Salary - £31,000 - £39,000

**Responsible to: Senior Nurse**

**Overview** The role of the school nurses at JAGS is to support pupils’ health and wellbeing in order for them to participate fully in all aspects of school life. The Wellbeing Practitioner/School Nurse will provide medical assistance to pupils and staff as necessary and be a source of expertise within the school community.

The roles focus on providing care in its widest sense concentrating on the physical, mental, and emotional wellbeing of our school community. These crucial roles will involve working closely with our in-house pastoral team, wider staff body and pupils’ parents. The roles are based in the Senior School and also cover our Junior School in addition.

**Main responsibilities**

* Provide emergency and urgent medical assistance to pupils and staff with the aim of encouraging pupils to return to their normal timetable as soon as appropriate
* Where necessary, arranging for pupil/person to get safely home or to more appropriate care eg GP, Dentist, A&E
* Administering medication according to school policy
* Liaison with parents/carers regarding their child’s health and wellbeing as appropriate
* Promote health and wellbeing to pupils and staff

**Medical Room**

* Maintain stocks of medical supplies and ensure medical equipment is accessible and in good working order.
* Ensuring pupils emergency medicine supplies are in date and sending reminders prior to expiry
* Maintenance of First aid supplies in school including JAGS Prep and Pre-Prep and provision for school trips
* Liaise with the Deputy Head, Pastoral, the School Doctor, Counsellors, Head of Year, and colleagues with a pastoral responsibility to ensure that appropriate information is shared to ensure the best outcomes for pupils.
* Liaising with external agencies such as GP’s, CAMHS as appropriate
* Be proactive regarding safeguarding and keep training updated

**Administration**

* Maintain pupil records – written and electronic
* Provision of first aid information for school trips
* Maintain a register of school first aiders and assist with the organisation of onsite training
* Administrative support to ensure the smooth running of vaccinations delivered by the NHS School Age Immunisation programme
* Contribute towards the development and updating of school medical policies, guidance and procedures
* Assist with medical questionnaires and parental consents, recording and storing appropriately

**Teaching**

* Deliver some health components of the KS3 PSHCE curriculum across the school under the guidance of the Senior Nurse and Head of PSHCE and Wellbeing
* Support staff Development as appropriate
* Support health promotion within the school

**Other**

* Undertake ongoing CPD according to the NMC guidelines and code of professional conduct in order to remain on the register
* Undertake any additional duties, as directed by the Senior Nurse, which are within the reasonable capability and responsibility of the Wellbeing Practitioner / School Nurse
* There will be some periods when the Wellbeing Practitioner / School Nurse will be required to work alone

wellbeing practitioner/school nurse

PERSON SPECIFICATION

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| --- | --- |
| **Essential** | **Desirable** |
| **Education/Knowledge/**  **Work Experience** | |
| * Previous experience of working within a similar environment * Qualified RGN, RSCN RN-Child Experience in one of the following areas: A&E, Practice Nursing, School Nursing, Education, Mental Health, Paediatrics * Minimum 3 years post registration * 3 Day First Aid course (or willingness to undertake) * Good working knowledge of safeguarding legislation and responsibilities | * Previous experience of working within a school * Previous experience of working within a mental health setting |
| **Skills** | |
| * Ability to build effective working relationships * Excellent interpersonal skills and ability to communicate and work with all levels of staff/colleagues within the school * Good written and verbal communication skills. * Strong attention to detail * Competent at using computer and Microsoft applications i.e. Outlook, word, Excel * Ability to prioritise workload |  |
| **Personal Behaviours** | |
| * Kindness, open-mindedness, and a sense of humour * Resilience and optimism; someone who is willing to go the extra mile in the busy life of the school * Team-working abilities and a keenness to enable all colleagues to contribute ideas and be part of positive change * Integrity, diligence, and conscientiousness * Flexibility and pragmatism * Extremely high standards in all aspects of professional conduct (including attendance and punctuality) * Willingness to undertake additional training |  |
| **Ethos & Whole School Values** | |
| * An individual with a genuine commitment to the wellbeing of the staff and students * Committed to operating as part of the school community * Committed to diversity, inclusion, and anti-racism in the school community * Committed to sustainability |  |
| **Safeguarding** | |
| * Committed to safeguarding and promoting the welfare of children and young people * A satisfactory Enhanced Disclosure from the DBS |  |

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**HOW TO APPLY**

We welcome applications from all parts of our community and know that our school is strengthened when staff and pupils feel a true sense of belonging. To enable us to make any reasonable adjustments, please let us know when you submit your application whether you have any special requirements.

The Senior Nurse, Helen Mandefield ([helen.mandefield@jags.org.uk](mailto:Helen.mandefield@jags.org.uk)) or the Deputy Head (Pastoral) Samantha Payne ([samantha.payne@jags.org.uk](mailto:laurence.wesson@jags.org.uk)) will be happy to answer any questions.

Please visit our website <http://www.jags.org.uk/about/employment> to download a JAGS Support Staff Application Form. For further information please contact [recruitment@jags.org.uk](mailto:recruitment@jags.org.uk) or James Allen’s Girls’ School, 144 East Dulwich Grove, London SE22 8TE

**Closing date:** 19 May 2022

**Interviews:** Week commencing 23 May 2022

Applications will be reviewed daily, and interviews may occur at any stage after applications are received so we invite interested candidates to apply as soon as possible by submitting their completed application form to [recruitment@jags.org.uk](mailto:recruitment@jags.org.uk)

JAGS is committed to the safeguarding and welfare of children and applicants must be willing to undergo child protection screening appropriate to this post, including checks with past employers, the Disclosure and Barring Service and overseas police check if necessary. Candidates from overseas must provide information about their past conduct, for example, by providing documents issued by overseas teaching authorities.

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