



# JOB DESCRIPTION

	<h1>JOB DESCRIPTION</h1>		
<b>Number: 42090</b>	<b>Title:</b>	School Nurse – Licensed Practical Nurse (LPN)	
<b>Nature of Position</b>	This position is responsible for the total health service program in the school(s) according to established guidelines.		
<b>Reports To</b>	<b>Title:</b> Director, Pupil Personnel		
<b>Education</b>	<b>Required</b>	<ul style="list-style-type: none"> <li>• Graduation from an accredited nursing program</li> </ul>	
	<b>Preferred</b>	<ul style="list-style-type: none"> <li>• Associate's degree</li> </ul>	
<b>Experience, Skill, and Certification</b>	<b>Required</b>	<ul style="list-style-type: none"> <li>• Valid LPN license</li> <li>• Two or more years of experience in school or public health</li> </ul>	
	<b>Preferred</b>	<ul style="list-style-type: none"> <li>• Pediatric experience</li> <li>• Experience in providing health instruction</li> </ul>	
<b>Duties and Responsibilities</b>	<ol style="list-style-type: none"> <li>1. Provides nursing care for sudden illness or injury by operating the school health room.</li> <li>2. Conducts mass screenings and other appraisal activities to assess the health status of students.</li> <li>3. Promotes communicable disease control through exclusion/readmission authorization of students having a contagious disease or condition.</li> <li>4. Assists students to achieve optimal levels of wellness through individual instruction.</li> <li>5. Works with parents, care providers, and community resources to meet students' health needs.</li> <li>6. Reviews and assesses student immunization records for required vaccinations.</li> <li>7. Assumes responsibility for personal continuing education and professional development.</li> <li>8. Secures and maintains first aid and CPR (preferably instructor) certification.</li> <li>9. Complies with directions of the lead nurse in regard to nursing practices.</li> <li>10. Performs other duties as necessary for the effectiveness and safety of the school.</li> </ol>		
<b>Terms of Employment</b>	Incumbents will be considered "at will." Appropriate pay will be determined based on the Grade as determined by Human Resources and allowable experience. The work calendar will be the 200 days classified calendar. (G-10) Non-exempt 03/2012		
<b>Approvals</b>	Director Level		DATE
	Chief Level		DATE
	Human Resources		DATE
	Superintendent		DATE



# JOB DESCRIPTION SUPPLEMENT

**Number: 42090**

**Title: School Nurse - LPN**

**Non-Essential  
Responsibilities**

A responsibility is considered to be “non-essential” (for the purposes of compliance with the Americans with Disabilities Act) if:

- it is shared between multiple incumbents in the job; or
- it could be performed by an employee in another job within the workgroup.

Note the responsibility number(s) from the list in the “Duties and Responsibilities” section for those responsibilities that could be considered “non-essential” based on this definition.

None

**Physical and  
Sensory Demands**

Most jobs in the District have physical and sensory demands that can be described by one of the two categories noted below. For jobs that require more physical or sensory effort, please list the requirements in this section. Check the box that is applicable for this position and complete any necessary information.

OFFICE Employees in this category are normally exposed to a typical environment. The employee has some control over the length of time sitting, standing, or ambulating. There are occasions that require the lifting or pulling of equipment or supplies, as well as bending, stooping, or stretching. There is frequent use of computers, telephone, and other standard office equipment, which includes reading, listening, writing, or speaking. There are few exceptional physical or sensory demands.

CLASSROOM Employees in this category spend at least most of the workday in a typical classroom or related educational environment. There will be prolonged periods of standing or walking, and there may be frequent bending, stooping, or stretching. There are occasions that require the lifting or pulling of equipment or supplies. Reading, listening, writing, and speaking are requirements. There are few exceptional physical or sensory demands, but there may be occasions that require the lifting or restraint of a student.

**EXCEPTIONAL PHYSICAL OR SENSORY DEMANDS**  
(Check any that apply to this job and complete the required information.)

- Heavy lifting of up to \_\_\_\_\_ pounds
- Frequent climbing up to \_\_\_\_\_ feet, and/or working on building roofs.
- Exposure to heavy dust, dirt, chemical or paint fumes, or other airborne matter.
- Exposure to extreme heat, electric current, hazardous chemicals or other potential hazards.
- Sitting or standing for extended periods with no control over rest periods.
- Other: Exposure to communicable diseases. Must be able to lift and transport students as necessary with assistance.