Appointment of a Permanent Part Time School Nurse  
Required for October 2017

The School - A Background

Founded in 1855 by a small group of Victorian philanthropists in Manchester, Cheadle Hulme School began its life educating the “orphans and necessitous children” of warehousemen and clerks during the Industrial Revolution.

Over the years since its inception, the School has grown in ways far beyond the imaginings of its Founders: the introduction of fee-paying day pupils was the first step towards the School becoming, as it is now, a very successful, independent, co-educational HMC day school, providing high quality education to boys and girls, aged 4 to 18, from all over the North West.

The School currently has 1402 students and is truly co-educational: there are 635 girls (45%) on the school roll and 767 boys (55%).

The School is committed to honouring the original intentions of the Founders by providing bursaries for students whose financial background would otherwise preclude them from a CHS education.

The School has a Ten Year Strategic Plan (2011-2021) which informs its future aspirations and priorities.

The School’s Aims

• That each student experiences a challenging, dynamic and relevant education which enables them to reach their full academic potential and flourish in a rapidly changing world;

• That each student develops a love of learning that extends beyond the confines of examination courses, and is able to work effectively in a variety of settings;

• That each student develops a strong set of personal values and learns to value themselves and others, appreciating difference and individuality and supporting those in need or less fortunate than themselves;

• That each student discovers and develops a broad and relevant set of skills and aptitudes which enable them to undertake useful and effective roles in their communities.
Curriculum

Cheadle Hulme School is an academically selective school which prides itself on providing a challenging academic curriculum, aiming to stretch and develop the intellectual capacities of each student.

The School offers a broad curriculum, which begins in the Junior School, where from Reception, children are gradually introduced to the study of particular subjects, with the emphasis on literacy and numeracy. From Year 3, students follow a subject-based curriculum which includes ten subjects.

In the Senior School the curriculum is broader. In the first two years (Years 7 & 8), all students gain experience in: English, Mathematics, General Science, French or Spanish, German (Year 8), Classical Civilization, History, Geography, Religious Studies, Latin, Computing, Design Technology, Art & Design, Music, Food & Nutrition, Drama, P.E., Swimming and Games. In Year 9 General Science is replaced by Physics, Chemistry and Biology.

All students take nine subjects at GCSE/IGCSE which include English Language, English Literature, Mathematics and a Modern Foreign Language. Students can take either separate sciences or Dual Award Science. They choose their other courses from a wide range of options. IGCSE is currently taken in Biology, Chemistry, Drama, English Language, English Literature, French, German, History, Mathematics, Science (Dual Award) and Spanish. In the last two years, both GCSE PE and Computer Science have been included in the range of subjects available, whilst Further Maths and Greek are available as additional subjects. Alongside the academic curriculum, students have lessons in Well Being, Physical Education and Games from Year 7 through to Year 11.

At post-16, CHS offers both Advanced Level and Cambridge Pre-U examination courses. Students in the Lower Sixth will most commonly take four subjects; reducing to three in the Upper Sixth. An increasing number of students complete an Extended Project Qualification in addition to their A Level and Pre-U courses.

At Advanced Level, the School offers: Art & Design, Biology, Chemistry, Classical Civilisation, Design & Technology, Drama & Theatre, English Language, English Literature, Further Mathematics, Music, History, Latin, Mathematics, Politics, Physical Education, Physics and Psychology.

Pre-U courses are followed in Business & Management, Economics, French, Geography, German, Philosophy & Theology and Spanish.

Alongside the academic curriculum, students take part in Sixth Form Enrichment and Games Programmes. In the Upper Sixth, students take a weekly Extension Class in the subject area for which they will be applying at university.

Pastoral Care

Cheadle Hulme School has a reputation for outstanding pastoral care; the School’s motto ‘in loco parentis’ is as relevant today as it has ever been and the welfare of every student remains a priority.

Whilst the Head has ultimate responsibility for all aspects of the School’s running, the Deputy Head (Pupil Progress and Welfare) leads and manages the delivery of the School’s pastoral vision and through the pastoral team, monitors the progress made by every student in the
areas of academia, co-curricular and personal development to ensure that the School ensures the attainment of its Aims for every child.

The Senior School is divided into three smaller Schools; The Lower School – Years 7 and 8, The Upper School – Years 9, 10 and 11 and The Sixth Form – Lower 6 and Upper 6, to allow students to feel part of a smaller community and to ensure that every student is known and feels valued.

An enhanced tutor system, which places the Form Tutor as a mentor at the centre of the student’s school life, provides students with the guidance that they need to build on their skills and further develop their academic profile over the course of their education. The Form Tutor is a fundamental person in the life of each student and is the first point of contact for parents. Form Tutors are closely supported by a non–teaching Student Manager for each section of the school.

Overseeing each team of Form Tutors is a Head of Year, who is responsible for leading and managing that Year group to enable each student to work positively towards achieving their potential in academic, pastoral and co-curricular fields. Heads of Year are supported by the relevant Assistant Head who is responsible not only for the strategic development of their School, but also for the tracking of student progress and monitoring and reviewing the pastoral care within their area. The three Assistant Heads work closely together to ensure consistency across schools and to facilitate a smooth transition between Schools.

The School has dedicated Safeguarding Officers, a Head of Learning Support, a Head of Well-Being, and a medical team comprising of highly trained First Aiders, a School Nurse and a School Counsellor where students can be referred or self-refer where appropriate. Senior students also take an important role within the pastoral support system of CHS, acting as Peer Mentors to younger students and mentoring individuals. The School has a proactive Careers Department who provide guidance and advice to students throughout the different stages of their education.

Pastoral Care is central to everything at CHS and is promoted in many different ways; through the positive School environment and ethos, through a coordinated pastoral programme involving assemblies and tutor time activities, the numerous opportunities to be involved in charity events, the delivery of discrete Well-Being lessons, student mentoring and leadership and the extensive co-curricular programme to name but a few.

**Co-Curricular Activities**

Great emphasis is placed on co-curricular activities; we believe in the value that the students derive from learning beyond the classroom, of developing their talents and improving their social skills through diverse activities.

A House system has been recently re-introduced and there are numerous House activities encouraging participation in sport, music, drama, charitable events and academic competitions. The House structure also provides many opportunities for leadership.

All students participate in the Games programme as part of their curriculum, through which they sample all the major sports. Beyond this, pupils are able to engage with a wide range of further sporting opportunities through social and team practices.
The School has a justified reputation for the quality of its Music. Young musicians have a chance to play or sing in a range of choirs, the Big Band, the Concert Band, the Orchestra and numerous other ensembles.

We have a long and proud tradition of dramatic productions: two major productions are staged each year as well as there being GCSE and Advanced Level showcase evenings. There is a flourishing Musical Theatre Club pupils and an annual Sixth Form self-directed production.

Lunchtime and after-school clubs and societies exist to give every student the opportunity to broaden themselves and their education. A wide range of educational trips are also offered with some day trips taking place during curriculum time and many longer residential visits undertaken in the holidays. Comprehensive details of these can be found in the ‘CHS Life’ section of the School’s website.

**School Leadership Structure**

The principal leadership positions in the School are the Head, the Second Master, two Deputy Heads (Teaching & Curriculum and Pupil Progress & Welfare), the Head of the Junior School, the Chief Operating Officer and the Director of External Relations.

**The First Aid Department:**

The First Aid Department is responsible for all Junior and Senior school students, it consists of a Manager and a highly qualified first aider. The team work closely alongside the three Student Managers and the School Counsellor and are an integral part of the Pastoral Team.

**The Appointment:**

The School seeks to appoint an experienced and fully qualified School Nurse to work on a part-time permanent basis, term-time only with effect from October 2017. The Job Holder will provide a school nursing service and work closely with the pastoral team to promote the physical and mental health of all students by providing effective and high quality early intervention and a preventative programme of advice and support. The nurse will have a varied role and will work 15 hours per week; preferably spread over three days. Salary will be within Band 5 depending on qualifications and experience.

**Application procedure**

A completed Application Form should be sent before 9am on Monday 18 September 2017, to the Human Resources Department, Cheadle Hulme School, Claremont Road, Cheadle Hulme, Cheshire, SK8 6EF. (Tel 0161 488 3330). Please note, a separate covering letter is not required. Interviews will take place on Monday 25 September 2017. Unfortunately if you have not heard from the School in response to your application by Wednesday 20 September 2017, you will not have been short-listed for interview.

Email applications are welcome to humanresources@chschool.co.uk

(Cheadle Hulme School is committed to safeguarding and promoting the welfare of young people and expects all staff and volunteers to share this commitment. All appointments at Cheadle Hulme School are subject to clearance by the Disclosure & Barring Service and to identity and qualification checks).

Cheadle Hulme School is an equal opportunities employer and values a diverse workforce; we welcome applications from all sections of the community.
Cheadle Hulme School

Job Description

Job Title: School Nurse

Reports to: Deputy Head Pupil Progress and Welfare

Job Purpose:

To work as a fully qualified, Band 5 registered nurse within the School on a part-time, permanent basis (15 hours per week, term-time only). The Job Holder will provide a school nursing service and work closely with the pastoral team to promote the physical and mental health of all students by providing effective and high quality early intervention and a preventative programme of advice and support.

The Job Holder must be in sympathy with the aims of the School, understanding its ambitions and direction as set out in the Ten Year Strategic Plan. As part of the School community, the successful applicant must take general responsibility for promoting and safeguarding the welfare of children and young persons, and be a positive and helpful member of the School support staff.

Duties and Responsibilities:

- Adhere at all times to the Nursing and Midwifery Code of Professional Conduct (NMC);
- Maintain registered Nurse status;
- Ensure that a code of confidentiality is adhered to;
- Operate under the guidance of evidence based best practice, as dictated by School, local and national guidance;
- Organise routine immunisation programmes to provide protection against infectious disease in conjunction with the NHS immunisation team;
- Create individual Health Care Plans for students with complex health needs and support students in developing self-care skills in line with CHS guidelines;
- Complete risk assessments for students on trips if required;
- Provide first aid and emergency care and treatment as necessary, and record electronically treatment given;
- Undertake hearing tests for children in Reception in line with national guidance, and in conjunction with the full-time First-Aider;
- Offer limited sexual health advice and deliver limited sexual health services to students as appropriate;
- Provide confidential advice and support to pupils, signposting them to alternative services that may be of assistance and referring them to relevant health services as necessary;
- Liaise with external agencies and attend meetings about individual students as required;
- As part of the Well Being programme, attend classroom lessons as requested;
• Work with teaching colleagues to plan/deliver a programme of student assemblies throughout the academic year as required;
• Provide advice, information and training to teaching staff about emergency management of asthma, diabetes, anaphylaxis and epilepsy through Inset day training;
• Ensure medical knowledge is up-to-date and relevant, and communicate changes in legislation to the First Aid team and the wider CHS community;
• Work collaboratively with the full-time Medical Manager to develop and maintain health-related policies on behalf of the School;
• Work with the School First Aiders, School Counsellor and the rest of the Pastoral Team in a collaborative fashion, fostering good teamwork to maximise the quality of the service provided;
• Undertake additional duties as requested by the Deputy Head (Pupil Progress and Welfare)

This is not an exhaustive list, and will vary as the School’s requirements change. Flexibility regarding working hours will be expected from time to time.

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Person specification – School Nurse

Suitability

This role is suitable for an individual who is passionate about student welfare. The post requires someone who is committed to the role and enthusiastic. In addition, excellent organisational skills are needed to undertake the administrative part of the role.

Requirement

Qualifications/Education/Training
• Band 5 registered nurse
• First Aid qualified
• Full driving licence

Knowledge
• Knowledge of the Public Health role for school aged children and their families
• Good level of IT literacy to be used in the recording and monitoring of student records

Experience
• A minimum of three years’ experience as a Nurse
• Evidence of experience in working with school-age children
Must be able to:
- Motivate and encourage students
- Communicate effectively
- Demonstrate high levels of organisation and time management
- Be proactive in all areas of responsibility
- Work under pressure
- Work as a member of a larger team
- Work collaboratively with colleagues across the whole School

Must have:
- High level of integrity and confidentiality
- Excellent interpersonal skills
- Commitment
- Empathy
- Adaptability
- Positive ‘can do’ attitude
- Flexible approach to working hours
- Openness to learning and change
- Positive attitude to personal development and training