



## Job Description

<b>Job Title: RGN Nurse</b>	
<b>Reports to: Healthcare Manager</b>	
<b>Location: Bradfield College</b>	<b>Department: Medical Centre</b>
<b>Main Duties:</b>	
<b>Clinical Care</b>	
<ul style="list-style-type: none"><li>• Provide professional nursing care for pupils and staff attending the Medical Centre.</li><li>• Assess, plan, implement and evaluate care for pupils presenting with illness or injury.</li><li>• Provide treatment for minor ailments and injuries and determine when referral to further medical care is required.</li><li>• Monitor pupils' vital signs and clinical observations as required.</li><li>• Administer prescribed medications, homely remedies and analgesia in accordance with College protocols.</li><li>• Assist College Doctors with consultations and diagnostic procedures where appropriate.</li><li>• Provide first aid and emergency response across the College as required.</li><li>• Support pupils with chronic or ongoing medical conditions through appropriate care planning.</li></ul>	
<b>Pupil Health &amp; Wellbeing</b>	
<ul style="list-style-type: none"><li>• Support the physical, emotional and social wellbeing of pupils.</li><li>• Provide a confidential service to pupils within professional healthcare guidance including Gillick competence, Fraser guidelines and Caldicott principles.</li><li>• Promote healthy lifestyles and contribute to health education initiatives within the school.</li></ul>	
<b>Communication &amp; Collaboration</b>	
<ul style="list-style-type: none"><li>• Liaise with parents, Housemasters/Housemistresses, matrons, and pastoral staff regarding pupil care where appropriate.</li><li>• Communicate effectively with College Doctors and external healthcare professionals.</li><li>• Participate in training and roll-out of new testing procedures, policies and protocols.</li><li>• Refer pupils to external medical services or emergency services where necessary.</li><li>• Work collaboratively as part of the Medical Centre team.</li></ul>	
<b>Administration &amp; Record Keeping</b>	
<ul style="list-style-type: none"><li>• Maintain accurate, confidential and timely medical records in accordance with professional and legal standards.</li><li>• Record all care provided using the College's electronic medical system including ISAMS and EMIS.</li></ul>	
<b>Operational Duties</b>	
<ul style="list-style-type: none"><li>• Participate in the Medical Centre rota which includes early and late day shifts, night shifts, weekday and weekend on-call duties and occasional Saturday day shifts.</li><li>• Support the smooth running of the Medical Centre and contribute to maintaining high standards of care.</li></ul>	

**General:**

- Excellent clinical judgement and professional standards of care.
- Strong verbal and written communication skills.
- Ability to work both independently and as part of a multidisciplinary team.
- Professional, empathetic and approachable manner.
- High levels of reliability, discretion and confidentiality.

**Qualifications and experience required for this role:**

- Excellent clinical judgement and professional standards of care.
- Strong verbal and written communication skills.
- Ability to work both independently and as part of a multidisciplinary team.
- Professional, empathetic and approachable manner.
- High levels of reliability, discretion and confidentiality.

*This role profile is not exhaustive; it will be subject to periodic review and may be amended to meet the changing needs of the college. The post holder will be expected to participate in this process and we would aim to reach agreement to the changes.*