

**BOARD OF EDUCATION, DISTRICT NO. 148
DOLTON, COOK COUNTY, ILLINOIS**

**HEALTH AIDE
JOB DESCRIPTION**

1. Assists the school nurse in providing health services to students and staff.
2. Provides basic first aid to students who do not require assistance from a school nurse.
3. Assists in reporting and review of student injuries.
4. Assists in monitoring a safe and healthy school environment.
5. Maintains open communications between school, parents, community, and health agencies.
6. Reviews medical records to insure that students meet state requirements for attending public schools.
7. Assists in clerical duties relating to District health records
8. Assists the school nursing staff in providing health education programs to students
9. Participates in vision and hearing screening programs for students.
10. At the request of Administrators or nursing staff, assists in any task related to providing school health services not listed above.