

Matron

Start Date – as soon as possible

Salary –according to experience

St Hugh's School is looking for an energetic and friendly part time Matron with a positive "can-do" approach to join our Boarding house team, working alongside our Houseparents and Assistant Housemistress, to help with pupil's weekday early morning and bedtime routines, as well as alternate Saturday's. The role of Matron at St Hugh's is purely pastoral and will play an integral part in the welfare of the boarders, domestic management and the ambience of the house.

Our ideal candidate will have experience of working with children aged 6-13 years old.

We welcome female applicants only as this is a mixed' boarding house and requires the successful candidate to support for both male and female pupils. This is a genuine occupational requirement in accordance with schedule 9, part 1 of the Equality Act.

Boarding at St Hugh's is in excellent health with a mixture of weekly (Monday to Saturday am) and Flexi, UK based boarders filling the 65 beds in the house.

St Hugh's is a highly regarded non-selective, co-educational day and boarding prep school with 350 pupils between the ages of 3 and 13. We are situated on a beautiful green campus of 40 acres in the South Oxfordshire countryside, only 25 minutes from Central Oxford.

We offer excellent benefits, including a competitive salary on our own salary scale with scope for progression, all meals when boarders are on site, an outstanding working environment in our beautiful estate with easy access to transport links and being part of our vibrant and supportive community.

Full details of our staff benefits and recruitment procedures, including an application form, can be found on our School recruitment page at <https://www.st-hughs.co.uk/news/staff-vacancies>

To apply, please complete and return the fully completed application form to recruitment@st-hughs.co.uk. This should include a supporting statement outlining the extent to which you meet our requirements as set out in the job description and person specification together, and details of two referees, one of which should be a current or most recent employer. References may be taken up before interview.

Applications will be considered on receipt and should arrive no later than midday on 8.00am on Monday 6th June 2022 and interviews will take place w/c 6th June 2022. We reserve the right to interview at any point during the recruitment process so early applications are encouraged.

The School is committed to safeguarding and promoting the welfare of children and all appointments are subject to a satisfactory enhanced Disclosure and Barring Service (DBS) check (including a check against the Children's Barred List), and other pre-employment screening including a check on the Secretary of State list of prohibited staff.