



THE **Leys**
CAMBRIDGE



SCHOOL
NURSE

candidate information

Head's *introduction*

At The Leys, we believe that school is not simply a preparation for life – it is life. That's why we aim to make every pupil's experience here rich with challenge, choice and opportunity. School should be a place of growth and discovery, where young people are encouraged to flourish emotionally, intellectually and socially. It's not a rehearsal for the future – it's a vital and vibrant part of the journey.

Founded in 1875 by the Methodist Conference, The Leys is the only co-educational boarding and day school in Cambridge. We are proud of our heritage, and we continue to uphold values such as kindness, courtesy, respect and integrity. But we are also a forward-thinking school, preparing young people for a world that is constantly evolving. Our location in the heart of one of the world's most dynamic academic and cultural cities gives us a unique advantage – Cambridge is not just where we are, it's part of who we are.

With around 570 pupils, The Leys offers an exceptional breadth of opportunity – from academic excellence to creative, sporting and leadership pursuits. At the same time, our scale allows us to know each pupil as an individual. This strong sense of community and personal attention is central to our ethos. It builds confidence – not just in the classroom, but in every aspect of school life. And that confidence, nurtured in a supportive and ambitious environment, is one of the most powerful gifts we can give our pupils.

I hope this pack gives you a sense of what makes The Leys so special, and we look forward to receiving your application.



C. Ives

Clare Ives
Head

School Nurse

Part Time | Permanent Post | Starting Autumn 2025

Band 6, Intermediate Step Point NHS Pay Scale

We are looking for a registered adult, child or mental health nurse for a part time School Nurse role in our Medical Centre. We are looking for a committed, motivated and flexible Nurse who will be involved in a varied role that includes illness and injury work, chronic illness management, health promotion, immunisations and trip planning. Nursing experience within a school, general practice or A/E would be advantageous. Good communication, organisational and IT skills are essential.

We are looking for somebody who can work 30 hours per week (during term time only, 34 weeks per year).

Your normal hours of work each week will be:

- Tuesday (24-hour shift) from 09.30 am to 10.00 am (Wednesday morning). Paid hours equate to 15 hours with an overnight allowance for sleeping in.
- Friday (24-hour shift) from 09.30 am to 10.00 am (Saturday morning). Paid hours equate to 15 hours with an overnight allowance for sleeping in.

You will be required to stay on site overnight in the Nurse's accommodation.

The salary is based on the NHS Pay Structure, benefits include free meals when working, NMC fees paid, free parking and use of the Sports Complex (subject to terms and conditions).





Welcome to *The Leys*



Life at The Leys

The Leys is a co-educational boarding and day school for pupils aged between 11 and 18. Set in the heart of the beautiful and stimulating city of Cambridge, one of the world's leading cultural and academic centres, The Leys' unique location allows pupils unrivalled access to the vast array of cultural and educational opportunities that Cambridge has to offer.

Established in 1875, The Leys values its history, yet it blends traditional values – courtesy, tolerance, respect, decency – with a forward and outward-looking approach to education. Dedicated staff and superb facilities combine powerfully to prepare young people for the challenges which lie ahead at university and beyond.

The Leys is a close-knit, engaged, friendly community of around 550 pupils in which pastoral care is seen as the top priority. Academic value-added is impressive and the breadth of the wider curriculum is renowned. The School caters for Boarding, Home Boarding and Day pupils but, with 70% of pupils accommodated in boarding houses, boarding is absolutely central to the ethos of the School and all pupils benefit from the vibrancy and structure which this provides.

Purpose

The Purpose of The Leys is to play our part in changing the world for the better.

We do this by making a positive difference to the lives, values and prospects of Leysians, by being professional, caring and rewarding in developing and managing our staff, by being a responsive and trusted partner to our parents, and by making a beneficial and sustainable contribution to the wider community

By foundation and structure, The Leys is a boarding community. We also place great value on being a “big, small school” embedded in the heart of Cambridge, and on giving Leysians a rich and rewarding academic and wider school experience – one they find valuable both intrinsically and in preparing for their futures. We seek, in the spirit of our Methodist founders and our Christian values, to send Leysians out into the world ready – academically, culturally, morally, physically, spiritually and socially – to live fulfilling lives which will make a positive contribution to society.

In order to achieve our Purpose, we aim to deliver an education which is built on three foundation stones: pastoral, academic and wider curricular. Whilst interconnected, ‘pastoral’ is accepted as pre-eminent, because pupils who feel supported and confident are able to flourish in all areas of the life of the school. Our teaching staff body all contribute to all three pillars of Leys School life, thus we all work together to ensure our pupils develop into happy, confident and well-rounded individuals ready to leave school and find their place in the world.

Pastoral Care

Pastoral Care is at the heart of what we do. We know that wellbeing is crucial to success in wider school life, and we all work together as a community to ensure that each pupil flourishes in school, feeling nurtured, supported and happy. Our House structure is central to this: all pupils are a member of a House throughout their time in school. Year 7 and 8 pupils are members of our junior house, Moulton, and then pupils in Year 9 and above join one of the eight boarding or three day houses. The vertical arrangement in the senior houses creates opportunity for pupils to support each other, and the houses are staffed with a Housemaster or Housemistress (HSM), an Assistant HSM, a Matron and a team of teaching staff. Pupils also have a tutor, who supports them with their wellbeing, academic progress and wider curricular involvement as they progress through the school. All staff are expected to contribute to our pastoral support of pupils, through tutoring, supporting the teaching of PHSE and undertaking weekly house duties.

THE SUNDAY TIMES

SCHOOLS GUIDE
2024

INDEPENDENT SECONDARY
SCHOOL OF THE YEAR
EAST ANGLIA



Wider Curriculum

The Wider Curriculum is an integral part of the school week for all pupils and staff, with a significant amount of time in the afternoons and early evenings devoted to it. In their time at The Leys, pupils are actively encouraged to experience a broad range of activities that will bring them a wide range of benefits; activities in which they find enjoyment and fun whilst developing skills, personal qualities and attitudes that are transferable to other areas of their life at school and beyond.

The Leys' Personal Development and Leadership programme (PDL) for pupils in Year 10 and above ensures that all pupils develop leadership, broaden their horizons and collaborate with their peers on projects, often trying to solve contemporary problems. Through our outstanding sporting, music and drama provision, pupils develop as confident and well-rounded young men and women, ready for life beyond school. Our broad and varied after school activities programme enables pupils to develop their interests, skills and strengths. Through this we aim to complement the pastoral and academic pillars of an all-round Leysian education alongside boosting the physical and mental well-being of all involved in the wider curriculum. All staff contribute to our extensive wider curriculum programme through involvement in games, PDL, outdoor education, and a wide range of clubs and activities.

Teaching and Learning

Education is about so much more than passing exams, and at The Leys pupils are encouraged to develop an understanding of their own learning, find their passions, curiosity, and develop a lifelong appetite for knowledge.

Pupils are supported in their learning by excellent teaching both inside and outside of the classroom, with academic enrichment and extension embedded into the culture of the school. We understand that teachers are individuals and that they will have their own ways of expressing their passion and interest in their subjects. The 2022 ISI comment that "Inspirational and creative teaching is a significant contributory factor to pupils' positive attitudes to learning" sums up the impact of that individuality. That said, we know that aspects change within education, and we are midway through an exciting transition from Google Classroom to Microsoft Teams and OneNote. Pupils and staff all have a digital device, and pupils are used to working digitally as well as on paper.

Academic Attainment at The Leys is outstanding. This summer, the school achieved its best academic results on record at GCSE and close to best at A Level. At GCSE 86% of all grades awarded were 9, 8 or 7, and 38% were graded 9, and at A Level 85% of results were grade A*-B. The School uses value added as an important measure of success and we are delighted that all our 2025 public examination results demonstrate that we added significant value to our pupils' academic attainment compared to similar schools: a testament to the hard work and dedication of both staff and pupils.



The Department

The Medical Centre offers support to all pupils during the day and is available for boarders and home boarders in the evenings. The medical centre is staffed throughout the week 24 hours a day, with the exception of Saturday night to Sunday evening, when an on-call service is available which all nurses are expected to take part in on a self-roster basis.

The overnight period of a shift is 'on-call' in the Medical Centre from 22.00 – 07.30. It is expected that the nurse is able to sleep in this time, unless there is an urgent care need or an emergency. If the nurse is woken during this time, they can claim overtime.

Three times a week a doctor from the Trumpington Street Medical Practice offers on-site appointments for boarders who are registered with them. They also offer urgent on-the-day appointments or telephone consultations if support is needed at other times.

The school nurses have a range of skills to meet the particular needs of our pupils and all have a range of training to offer mental health support. If pupils feel they have more significant concerns, or on the recommendation of parents or the Housemaster or Housemistress, the school also offers a counselling service, as well as access to an independent listener. Nurses have undertaken additional training in managing medical conditions, sports injuries, minor illness, sexual health care and more. There is a mandatory training study day every year which covers first aid and emergency care, like BLS.

Successful candidates will be offered an induction programme based on their prior knowledge and experience. This is a professional, supportive and hard-working team who enjoy helping every pupil to meet their full potential.

The Post

This school is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Main purpose of the role

- To provide a high standard of service within NMC guidelines to pupils, members of staff and any visitors while on site.
- To be accountable for all aspects of pupil's medical (physical, mental and sexual health) care including pupil in-patients.

Key Tasks:

Nursing

- To ensure the provision of emergency medical care is available for all on site, i.e. pupils/staff and School visitors.
- To undertake 1:1 work with pupils, including completing care plans and managing medical conditions in school. This includes taking part in the C-Card scheme.
- To be a named nurse for a boarding house and maintain a watch list of pupils of concern. To work with the Lead Nurse and Housemaster/mistress/matron to ensure pupils' needs are met.
- To conduct the Nurse led Clinics daily to assess pupils and administer care and medication as required.
- To liaise with the local Doctors' surgeries and pupils' home GPs as necessary and advise parents and pupils on referrals and medication.
- To obtain necessary prescriptions and medications for pupils and arrange for Hospital appointments/ X-ray etc.
- To arrange for transport (someone to accompany if under 16yrs) to Doctor/Hospital when required.
- To organise and carry out medical examinations for new pupils registered with the School Doctor.
- To always work in a safe and professional manner ensuring robust procedures for best practice are in place.
- To maintain all health records accurately and confidentially, including all drugs dispensed, working within NMC requirements for record keeping.
- To communicate effectively with parents/guardians and with staff throughout the School.
- To arrange for any health-related appointments as requested.
- To complete referrals and work/liaise with external agents such as Social Services and CAMHS.

Health Promotion

- Promote health education throughout the school population and take part in pupil and staff training when requested.
- Take part in the delivery of PSHE, to support teaching staff as appropriate.
- Keep up to date with health promotion initiatives and advances/changes in health care.

Safeguarding responsibilities

- To have read the School's Child Protection Policy and updates to this policy as required by the School.
- To adhere at all times to the School's Child Protection procedures and to undertake responsibility to safeguard pupils.
- To be aware of and adhere to at all times the School's Staff Behaviour and Code of Conduct and confidentiality.
- A duty to report and discuss any concerns about the safety of children and their wellbeing to the Designated Safeguarding Lead (DSL).
- A duty to report any low-level concerns about colleagues to the Designated Safeguarding Lead (DSL).
- To be informed and trained to an appropriate level and to complete mandatory safeguarding training as required by the School.

Person Specification

Criteria	Essential	Desirable
Knowledge	<p>Be aware of key issues in adolescent mental health</p> <p>A thorough understanding of and commitment to safeguarding and promoting the welfare of children and young people.</p> <p>A clear understanding of young people's development and needs</p> <p>A good understanding of IT, including confident use of medical data systems, Microsoft Office and reading/maintaining documents and spreadsheets.</p>	
Experience	<p>Experience of dealing with minor injuries/sports injuries</p> <p>The ability to work as a member of a team</p> <p>Possess effective judgement and the ability to work on own initiative</p>	<p>A&E or Practice Nurse experience</p> <p>Previous experience of working in a school setting</p> <p>Experience of working with children or young people</p> <p>Mental Health or Sexual Health qualification</p>
Skills	<p>A proven ability to empathise and relate positively to young people.</p> <p>A calm, warm manner with a sense of humour</p> <p>The ability to communicate effectively with the whole school community</p> <p>Ability to prioritise, working to deadlines and under pressure</p>	<p>Wound care, sports injury and concussion management, minor illness management.</p>
Qualifications	<p>Registered Nurse (RGN or RN Child)</p>	<p>Specialist Community Public Health Nurse (School Nursing)</p>

How to *Apply*

If you are interested in applying, please submit a completed application form including covering letter, addressed to the Lead Nurse, to the Recruitment Team (recruitment@theleys.net), The Leys School, Cambridge, CB2 7AD by 09.00am on 15 September 2025.

For an informal discussion or if you have any queries, please contact the Recruitment Team (recruitment@theleys.net).





THE **Leys**
C A M B R I D G E