



Langley
SCHOOL



Brief for the position of
SCHOOL NURSE

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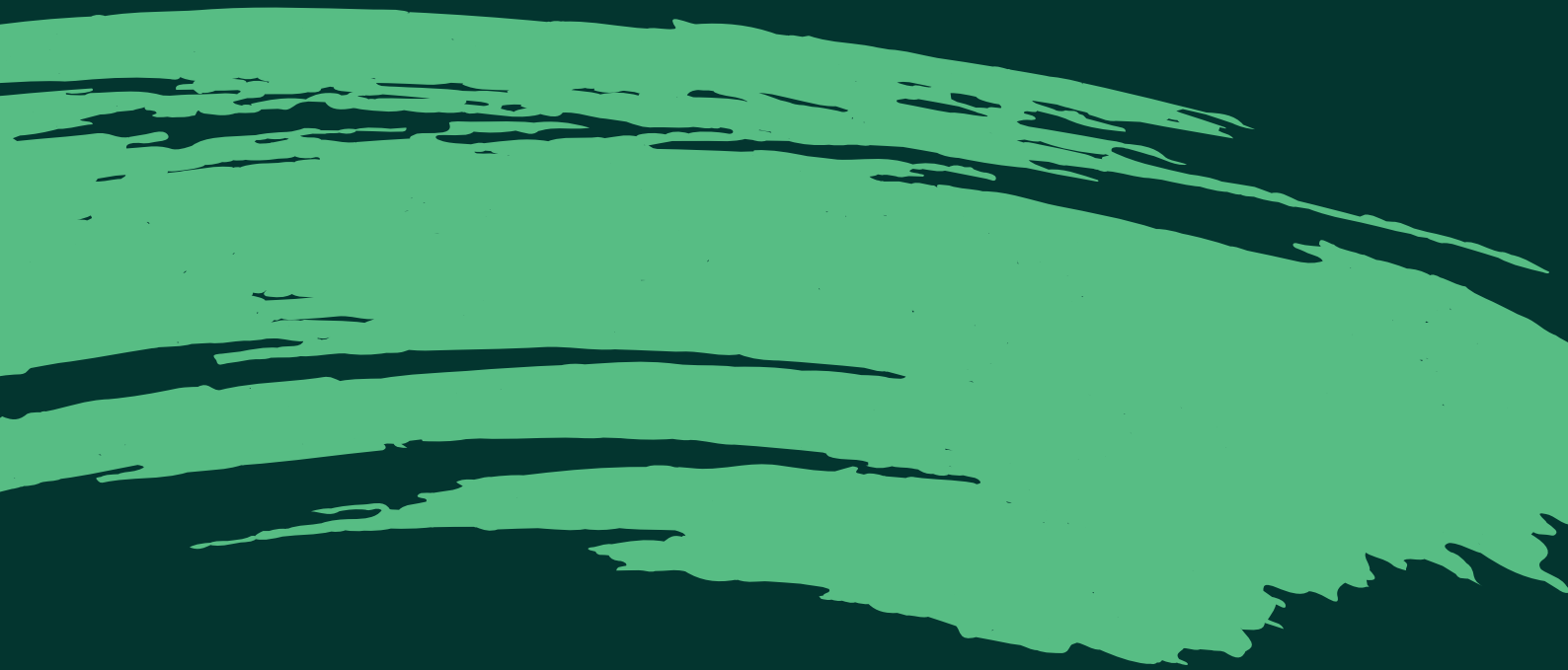
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01 BACKGROUND

Thank you for considering this exciting opportunity to join Langley School as our **School Nurse at Senior School, Langley Park, Loddon.**

Langley School is proud to foster a thriving educational community, nestled amidst the stunning Norfolk countryside. Here, tradition meets innovation, and every pupil is valued, supported, and encouraged to flourish. From our youngest learners embarking on their educational journey in Nursery, to our ambitious Sixth Form students preparing to step confidently into their future, Langley School provides a nurturing environment that celebrates growth, learning, discovery, and achievement.

Our expansive, picturesque campuses—spanning over 100 acres at each site—offer a unique and inspiring setting where pupils can explore, thrive, and develop both academically and personally.

At Langley, we are guided by our core values of **kindness, confidence, curiosity, and integrity**. These principles underpin all aspects of school life as we equip our pupils with the skills to navigate the ever-evolving demands of the modern world. Creativity, resilience, and adaptability are at the heart of our approach, ensuring that every pupil is prepared for success.

If you feel that you have the professional skills to join our dynamic team, then we look forward to receiving your application.



02 ABOUT LANGLEY

Langley School is a co-educational, inclusive day and boarding school catering to pupils aged from 6 months to 18 years. We are privileged to operate across two stunning countryside campuses: the Pre-Prep and Prep School are located in Taverham, while the Senior School and Sixth Form reside just outside Loddon.

Our beautiful, green campus locations provide ample space for pupils to grow, explore, and thrive in a supportive and inspiring environment. With the vibrant city of Norwich nearby, pupils also enjoy access to a dynamic and culturally rich setting that complements their education.

As one of only nine HMC (Headmasters' and Headmistresses' Conference) schools in Norfolk and Suffolk, Langley offers an exceptional standard of education alongside a variety of boarding options, including day, flexi, weekly, and full boarding.

1 Langley Prep School, Taverham

2 Langley Senior School, Loddon



03 THE ROLE

Site: Langley Senior School
Start Date: 1st September 2025
Reporting to: Director of Operations
Hours per week: 21 hours per week, over 2.5 days per week (Term-time only)
Weeks per annum: Term-time + INSET (35 weeks)
Grade: SS18
Salary: £13,865.52 actual (£32,116.50 FTE)
Contract type: Permanent

The Senior School Nurse plays a vital role in ensuring the Health, Safety and Wellbeing of pupils. This includes providing first aid, promoting health education and managing medical conditions within a day and boarding School setting. The role requires a registered nurse, ideally with experience in a similar setting, but we would also welcome applications from those looking to change their focus within nursing, with a caring approach and the ability to work closely with pupils, parents and staff. The position is a job share opportunity to work alongside our current Registered School Nurse.



04 PURPOSE & JOB SPECIFICATION

The main duties of the Nurse include:

- Provide first aid and emergency care to pupils and staff.
- Review Medical health questionnaires submitted by parents for all pupils, advise the school on any stated health or disability needs.
- Assess and treat minor injuries and illnesses, referring to external healthcare professionals when required.
- Administer medication in line with school's policy and parental consent.
- Maintain accurate medical records, including care plans for pupils with specific medical conditions and needs (i.e. asthma, diabetes, allergies, epilepsy).
- Liaise with outside bodies such as the immunisation services, the schools assigned Doctor and Counsellor and the local Health Protection Team.
- Provide advice and information with regards to school trips and visits surrounding medical needs.
- Support mental health and wellbeing strategies in collaboration with the safeguarding and pastoral teams.
- Advise the Head Chef of any known allergies or dietary needs of the pupils.
- Work closely with the head of boarding/boarding team to ensure continuity of medical care within the boarding house.
- Coordinate with the director of operations/operations administrator to ensure regular review and update of medical training.
- Maintain compliance and confidentiality, upholding professional nursing standards.

05 SKILLS & EXPERIENCE

Skills and Experience

- ✓ Be kind, approachable and sympathetic in their approach, encouraging pupils to talk openly about any difficulties they are facing.
- ✓ Provide a continuity of care so that pupils and staff feel confident and comfortable about visiting our school surgery as and when they need to.
- ✓ Be able to work in a job share position, working alongside your colleague ensuring a smooth shift handover.
- ✓ Have an ongoing commitment to your own professional development, attending courses and further reading to maintain and enhance your awareness of matters relating to the general health, well-being and welfare of pupils.
- ✓ Take a careful, methodical, responsible approach to their work.
- ✓ A commitment to maintaining confidentiality at all times.
- ✓ Ability to work under pressure and prioritise effectively.
- ✓ A knowledge of safeguarding policies and procedures.

Qualifications

- ✓ Registered Nurse (Adult or Children's) with active NMC (Nursing and Midwifery Council) registration (required)
- ✓ Ability to maintain written and digital health records (required - training will be given)
- ✓ Mental Health First aid training (desirable)
- ✓ Experience of working with young people (desirable)



06 CANDIDATE BENEFITS

The successful candidate will enjoy the following benefits from the commencement of their employment:

- ✓ Professional development and ongoing CPD through internal and external training.
- ✓ 24/7 access to the school's comprehensive Employee Assistance Programme, offering support for personal and professional well-being.
- ✓ Complimentary school lunches during term time working days.
- ✓ Access to a range of pension contribution options, including DC and TPS, the latter being subject to employer terms and conditions.
- ✓ Participation in the School's private medical plan.
- ✓ Covered by the School's Death in Service scheme (3 x annual salary).
- ✓ Free access to the school's gym facilities at the Loddon campus and swimming pool at the Taverham campus.
- ✓ A truly unique and inspiring work environment, set on a heritage site surrounded by over 100 acres of green space and woodlands.

TERMS AND CONDITIONS

The starting salary for this role will be competitive and commensurate with the successful candidate's qualifications and experience.

Please note that Langley School reserves the right to interview and appoint candidates prior to the closing date of the application process.

PRE-EMPLOYMENT CHECKS

Offers of employment are subject to the following pre-employment checks:

- Receipt of two satisfactory references.
- Completion of child protection screening, including checks with previous employers and the Disclosure and Barring Service (DBS)

07 HOW TO APPLY

Please note that all information within your application will be treated confidentially. In line with GDPR, we ask that you do not send us any information that can identify children or any of your Sensitive Personal Data.

Applications should be received no later than midday on:

Monday 21st July 2025

Shortlist interviews shall take place:

TBC


To apply for this position, please complete the online application process; CVs will not be accepted as a substitution but may be submitted in addition to the application form in order to supply additional background information.

For any further information please contact:

T: 01508 520210

E: HR@langleschool.co.uk



A dark teal silhouette of a castle with three towers and a central archway. The towers have crenellated tops and are supported by pillars. The central archway contains a smaller silhouette of a building with a crenellated roof.

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