PRESTFELDE
Part of the Shrewsbury School family



Information for Candidates

School Nurse

From 1 January 2027

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Welcome to Prestfelde School

Prestfelde is a happy and flourishing 13+ day and boarding co-educational Prep school with pupils, aged 3-13, set within 30 acres in the heart of Shrewsbury.

The School prides itself on its academic, musical, sporting, dramatic, DT and artistic achievements, but also on its ability to foster positive attitudes, respect for others and a love of learning in all its pupils. This last academic year saw Year 8 pupils awarded an astonishing 42 scholarships to Shrewsbury School and other leading senior schools.

The School recently underwent an ISI inspection where all standards were met and the inspector commented favourably on the breadth of our provision. A brochure is attached.

We operate as a two-form entry with delivery of an additional scholarship form in Year 8. The School benefits from a first-rate team of staff, who are committed to delivering a broad, dynamic and innovative curriculum. High standards are achieved within a nurturing and inspiring learning environment. There is also an excellent learning support department.

Over recent years, the School has seen much development and is today rightly proud of its outstanding facilities including its own Chapel and Theatre, Music School, Dining Hall, Design and Technology Department, Gymnasium, Indoor Swimming Pool, Library, ICT suite, Art Department, two Science Laboratories, Boarding House, wonderful playing fields and Forest School. We are also in the enviable position of benefitting from the superb facilities at Shrewsbury School including 3 full-size astroturf pitches.

Whilst the School is proud to operate an inclusive entry policy and pupils academic ability levels are broadly average on intake, it is nevertheless selective. Our entry process is designed to identify pupils who can benefit from our balanced and well-rounded education and to make a positive contribution towards the life of the School.

Further information on Prestfelde can be found on the School's website: www.prestfelde.co.uk.



School Nurse (Full-Time, Term-Time, Permanent Contract from 1 January 2027)

The School Nurse runs the School's Healthcare Centre for staff and pupils. This is an all-encompassing health administrator role and the successful candidate will be the primary first aid carer for the whole School. The role will focus on providing a welcoming, caring and non-judgmental holistic approach to all members of the School community.

The main purpose of this role is to ensure that there is pastoral support for the pupils in relation to their educational, social, emotional and physical needs. The successful candidate must be trained in paediatric first aid and possess a good understanding of medical and general healthcare issues. The post holder will also work with parents and teachers to ensure that the School provides the right structure and environment for all its pupils.

You will be expected to promote and exemplify the School's Mission:

'Our aim is to enable all boys and girls to develop their love of learning, academic potential and individual talents in a caring community which fosters sensitivity, confidence, a sense of service and enthusiasm for life.'

Aims & Values

Prestfelde promotes a love of learning in all girls and boys. The School enables all its pupils to maximise their academic potential and to develop their individual talents in a caring, Christian community which fosters sensitivity, confidence, a sense of service and enthusiasm for life.

The School prides itself on an explicit set of core values which are at the heart of all that it does: *Empathy, Aspiration, Perseverance, Selflessness, Respect, Unity, Confidence, Integrity, Courage and Humility*. These values are encapsulated in the five aims outlined as follows:

- To provide, within a Christian context, an all-round education which fosters a love of learning in all children, and which enables girls and boys to maximise their potential in all areas of school life.
- To maximise academic potential in all pupils.
- To recognise, promote and encourage individual talents.
- To produce well mannered, sensitive and self-confident young people by providing them with the encouragement and the opportunities to demonstrate selflessness, a sense of service and a zest for life.
- To provide an environment – physical, emotional and spiritual – which motivates, challenges and supports each individual.

Little Prestfelde (FS1– Year 2)



Little Prestfelde caters for the pre-preparatory year groups, aged 3-7 years of age in a purpose-built building with, amongst many things, its own Library, changing rooms and covered play-area. 'Little P' not only boasts excellent facilities, but also experienced, well-qualified staff, with dedicated classroom assistants on hand. The department is bright, modern and secure.

The aim is for our children to become good citizens for the future with excellent values, enabling them to become learners for life. This is achieved through active involvement, hands on practical experiences, which embed and consolidate their new understanding, throughout all areas of the curriculum.

The children have the opportunity to respond physically, emotionally, artistically and musically through an exciting and inspirational creative curriculum. In addition, our children benefit from the skills of specialist teachers. Technology is used in all its forms and the children benefit from the close association with Years 3 and 4.

The Prep School (Years 3 and 4)

Prestfelde's 7-9-year-olds enjoy the use of a modern classroom block and a beautiful outdoor learning environment in the Beckbury garden. The classes are largely based with a Form Teacher for most subjects, but with specialist teaching provision in Music, IT, Design, Sport and other subjects too.

Year 3 and 4 pupils really benefit from the full range of activities on offer at Prestfelde. They are encouraged to join clubs which are run between 4-5pm, most weekdays. Prep is run every day between 4-5pm with second prep available in Senior Prestfelde between 5-6pm. They also begin to play fixtures against other schools and are involved in the House competitions which are a key element of school life.

Years 5, 6, 7 and 8

As the children prepare for Key Stage 3 and beyond, classes are mixed ability, with setting for the main subjects and extra support for those that require it. The main academic focus is to prepare pupils for entrance and Scholarship examinations in Year 8 whilst underpinning their learning with skills for life and inspirational, curiosity driven learning.

With encouragement, high-expectations and first- rate teaching and learning, many Year 8 pupils gain scholarships at leading Senior Schools.



Co-Curricular Life at Prestfelde

Prestfelde is committed to the provision of a successful and balanced co-educational experience and offers an array of co-curricular activities, encompassing everything from Forest School to Dodgeball Pupils are encouraged to gain new skills and hobbies through the many clubs on offer during breaks and after school, enjoying Chess, Computing and Knitting amongst others! There are opportunities for the older children in particular to take part in activities out of school, tours and trips overseas, and all children at Prestfelde enjoy a regular and stimulating range of expeditions to local and national venues. The school runs an optional Saturday morning activity programme for Years 3 to 8

Sport

The School firmly believes in the important role that sport plays as part of a balanced education for everyone. We want all pupils to embrace physical activity and make sure it becomes part of their lifestyle in whatever form. The range of different sports on offer help to develop the whole child through team skills, individual determination, competitiveness and self-discipline, all of which complement their wider education.



Prestfelde regularly sends teams to local and national tournaments, as well as encouraging children to play at County and, National level. The School offers the major sports (Football, Rugby, Hockey, Netball, and Cricket in addition to many other physical activities which awaken and develop other interests. Tennis, Swimming and Cross-Country are all particularly strong at the School, Sporting facilities are first-class and include: a gymnasium, covered swimming-pool, netball, tennis courts and magnificent grounds which are well used throughout the year.

Music

Prestfelde has an outstanding reputation for developing the creative and musical talents of its pupils. Pupils have the use of a modern, purpose-built Music School housing a department which delivers high quality musical education to every child. All instrumental teachers are specialists, and every major orchestral instrument is on offer, as well as piano, organ, guitar, drums, saxophone and singing. There is a special emphasis on ensemble playing, with a Recorder Group and Training Band including children from the earliest stages, leading to the String Group, Brass Group, Jazz Group and a 35-piece Orchestra. Regular concerts are given inside and outside the School with more advanced pupils having reached the finals of national competitions.

Creative & Performing Arts

Prestfelde has an excellent reputation for developing the creative and musical talents of its pupils.
Through drama, children at Prestfelde enjoy expressing themselves through a wide variety of musical and performance mediums. Art and Design Technology are particularly strong with all pupils taking advantage of the excellent facilities and specialist teaching. The annual Art Exhibition showcases the children's high levels of work to the local community and the School also has its own Cookery School with regular opportunities for pupils of all ages.

Boarding

Boarding life at Prestfelde replicates the fun and variety of a busy, loving and happy family, but with the added advantage that you are surrounded by your friends and it is completely flexible. Children from Year 3 to Year 8 can board on a Monday, Tuesday, Wednesday, Thursday and Friday night at any stage of the term.

A fun and varied boarding programme is provided that includes activities ranging from treasure hunts and river walks to worm charming! The Boarders' Common Room is a comfortable place where children can relax and spend time together, and there is a well-equipped boarders' kitchen where evening snacks and hot drinks can be prepared.

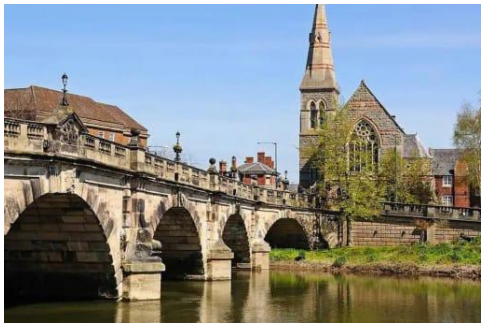


Living in Shrewsbury & Shropshire

Shrewsbury is a cultural and commercial hub serving the whole county and parts of mid-Wales. It is a historic and very attractive town with striking architecture and more than 600 listed buildings, almost completely surrounded by the River Severn. Fresh food and homemade crafts are sold four days of the week at Shrewsbury's famous market, whilst the stunning Quarry Park is host to the annual Flower Show and Food Festival - it's also a venue which stages a number of concerts and plays produced by Theatre Severn throughout the summer.

Shropshire is a beautiful county and Shropshire Hills Area of 'Outstanding Natural Beauty', covers almost a quarter of Shropshire- fantastic for walking, cycling and other outdoor pursuits. National parks such as Snowdonia, the Peak District and Brecon Beacons are within a 90-minute drive.

There is a direct train service between Shrewsbury and London Euston, with a commute time of two hours thirty minutes. Within around an hour in the car, you can be in Chester or Birmingham, or even the coast in one hour 30 minutes.





Job Description

PRINCIPAL ACCOUNTABILITIES

Reporting to the Head and Deputy Head (Teaching and Learning), the postholder's key responsibilities will include:

- To assess illness and injuries, deal with minor problems and administer daily medicine where deemed appropriate.
- To be a positive role model to pupils and staff and provide a 'listening ear' for anyone who would like to chat about any aspect of their health or wellbeing.
- To deal with any paperwork relating to medical, dietary, learning, behavioural and other welfare issues and accurately record the details on the School Management System, iSAMS ensuring that pupils have a fully comprehensive record.
- Working closely with the Deputy Head (Teaching and Learning), Head of Little Prestfelde and Section Leads to ensure consistency of approach and curriculum progression.
- Maintaining effective communication with pupils, parents and colleagues.
- Contributing fully to the wider life of the School, including extracurricular activities, educational visits and occasional Saturday morning provision.
- Supporting the School's vision and values and contributing positively to the life of the wider School community.

HEALTH CARE

- To identify any health needs of pupils and ensuring that the appropriate planning and implementation of the right healthcare is delivered.
- To monitor the general health and welfare of pupils.
- Setting and maintaining standards of health and pastoral care.
- Conduct and / or facilitate health education in the school to individuals and advise about health education programmes relevant to pupils' needs.
- To ensure that there is close communication between the school and the community health education providers to ensure that the school is up-to-date with the latest health requirements and health education provisions.

WORKING PARTNERSHIPS

- Maintain effective partnerships with parents and ensure that parents are informed of medical incidents
- Day to day liaison with Head of Schools.
- To liaise regularly with the Head, Deputy Head Pastoral, SENCO and Teachers over concerns about pupils' health and well-being including any learning support / emotional needs.
- To work with children to find positive resolutions to behavioural concerns, pastoral issues, learning difficulties and / or health conditions.
- To take heed of any health and safety issues within the School / Healthcare Centre that affect the staff and pupils.

FIRST AID

- Ensure the Health Centre's operating procedures are in place with a regular review process.
- To be responsible for the School's first aid, emergency care and treatment provisions.
- Checking and restocking of first aid kits.
- To deliver basic first aid training to staff and pupils.
- Where appropriate, to provide assistance and first aid support for school trips and activities.
- To ensure that the school's first aid training is conducted accordingly ensuring staff are trained and that all training is up to date.
- To keep up to date with first aid training and other training relevant to the role.

BEHAVIOUR

- To be a source of awareness of pupils' behaviour and be ready to alert the Deputy Head Pastoral about areas of concern, both positive and negative
- Assist in the identification and monitoring of children giving cause for concern or considered to be at risk of abuse and to take appropriate action as identified in the School's Child Protection Policy.
- To advise and counsel children as required by themselves, with parents and / or staff.
- To assist pupils through periods of uncertainty and difficulty, but without intrusion. It is a careful and important balance: pupils are encouraged to talk about problems with those who can help, but are also encouraged towards mature resolution of them through their own thought and effort.

GENERAL RESPONSIBILITIES

- Work towards and support the School's vision and objectives outlined in the School Development Plan.
- Work within the School's health and safety policy to ensure a safe working environment for staff, pupils and visitors.
- Work within the School's Diversity Policy to promote equality of opportunity for all pupils and staff, both current and prospective.
- Maintain high professional standards of attendance, punctuality and appearance and foster positive, courteous relationships with pupils, parents and colleagues.
- Undertake such other duties relevant to the role and needs of the School as may arise.

SAFEGUARDING

- All staff are required to adhere to the School's Child Protection Policy at all times.
- Any concerns regarding the safety or welfare of a child must be reported immediately to the School's Designated Safeguarding Lead.

GENERAL

- To be present during normal School hours.
- To contribute to the extra-curricular life of the School, in line with the normal expectations for a busy independent school.
- To assist with other supervision required by the School.
- Regular attendance at staff meetings and assemblies.
- To attend School functions and meetings as agreed with the Head.
- Maintain high professional standards of attendance, punctuality and appearance and to conduct positive, courteous relations with pupils, parents and colleagues.
- To support and uphold the School's policies.
- Where required, to represent the School at internal and external events.
- To undertake such other tasks relevant to the needs of the School or the role as these arise.
- To work towards and support the School's vision and objectives outlined in the School Development Plan.
- To work within the School's health and safety policy to ensure a safe working environment for staff, pupils and visitors.
- To be aware of the relevant health and safety regulations.
- To work within the School's Diversity Policy to promote equality of opportunity for all pupils and staff, both current and prospective.
- Engage actively in the Professional Development Programme.
- Staff will be expected to fulfil any reasonable request made by the Head or Deputy Head (Teaching and Learning).
- All staff are required to adhere to the School's Child protection Policy Statement at all times. If, in the course of carrying out their duties, a member of staff becomes aware of any actual or potential risks to the safety or welfare of children in the School, these concerns must be reported to the School's Designated Safeguarding Lead Officer.
- This job description is not exhaustive and will be reviewed as part of the appraisal process. It may be subject to modification or amendment at any time after consultation with the post holder.

AGREEMENT

This job description will be agreed between the post holder and the manager to whom he / she is accountable to. It may be reviewed in light of experience, changes and developments.

All employees are responsible for ensuring they attend the relevant mandatory training as agreed with their manager. It is the employee's responsibility to ensure they follow the latest version of all policies and procedures which apply to them.

Person Specification

This role requires a suitability well-qualified and experienced School Nurse. This post would be ideal for someone who is aspirational. The School will be very supportive in respect to continuing professional development in this regard.

It is anticipated that the successful candidate will demonstrate the following:

	Essential	Desirable
Qualifications:		
Registered General Nurse (RGN)		√
Paediatric First Aid / Care Practitioner	√	
Work Experience:		
Able to deliver high standard of medical care	√	
Good Knowledge of the management of illnesses and injuries	√	
Experience of School Nursing		√
Experience in the care sector	√	
Experience of care in boarding/ educational setting		√
Working autonomously	√	
Personal attributes:		
Have an excellent rapport with children, with the ability to deliver enthusiastic and focused coaching sessions.	√	
Self-motivated and pro-active approach.		√
A friendly, sympathetic and supportive approach.	√	
Ability to work effectively under pressure and meet deadlines	√	
A collegiate and empathetic approach	√	
Ability to contribute positively to the wider life of a busy independent preparatory school	√	
Energetic, enthusiastic, compassionate and inspiring		√
Diplomatic and able to act decisively	√	
Sensitive to the aims of independent education and the changing educational landscape	√	
Other/Special Working conditions:		

Must be suitable to work with children in a boarding environment	√
Strong communication and interpersonal skills	√
Commitment to promoting high academic standards and a love of learning	√
Able to lead by example and command the respect of staff, parents and pupils.	√

The Application Process

To apply, please complete an Application Form and a Recruitment Monitoring Form, which can be found on our website here: https://www.prestfelde.co.uk/vacancies

The closing date for the application is 9am, Thursday 26th November 2026

Starting Date: 1 January 2027

Interview Date: Week commencing 30th November 2026

Prestfelde School reserves the right to interview and appoint prior to the closing date.

Candidates selected for interview will be required to provide proof of ID and any relevant qualifications.

Please return completed application forms (CVs alone will not be accepted) together with a covering letter to hr@prestfelde.co.uk by the closing date and time.

Prestfelde Preparatory School
London Road
Shrewsbury
SY2 6NZ

An Enhanced Certificate from the Disclosure & Barring Service is required for this post prior to commencement.

Contractual Terms

Hours

This is a full-time (Monday to Friday, 8:00am to 5:00pm), permanent position working during term time only. A job share would also be considered for this role.

Salary

Circa £27,500 per annum, commensurate with skills, qualifications and experience.

Holiday Pay

The postholder is entitled to paid statutory minimum holiday entitlement under the Working Time Regulations 1998 which is to be taken during the school holidays and is paid as part of the normal salary.

Pension

The School will match a 5% or 6% pension contribution from the employee (within the Pensions Trust).

Staff Benefits

Training & Development

All Prestfelde School staff have the opportunity to access generous professional training; we seek to develop individuals in all areas of their school life.

Provision of Meals

Whilst operational during term time, lunch is provided at our dining room. Refreshments are provided on site.

Parking

Parking is provided free of charge on and around site in designated areas and with a school permit.

Sports Facilities

All employees benefit from the ability to use the School's sporting and recreational facilities

Cycle to Work Scheme

The scheme gives employees access to significant savings on cycles and accessories used for commuting purposes.

Recruitment Guidance Notes

Prestfelde School 2026

Terms of Appointment

Under the Department of Education's Keeping Children Safe in Education Regulations we have a legal duty to follow safer recruitment checks. Therefore, any appointment will be subject to the following employment checks:

Probationary Period

All appointments are subject to a probationary period.

Application Form

All candidates must complete our application form to be considered for a job. You must list your employment history from the date you left full-time education and give details of any employment gaps. This should be accompanied by a covering letter which details your suitability for the role and what you would bring to the School.

Note: Unfortunately, CVs are not accepted.

Please submit your completed application form and covering letter via the link embedded in the relevant job advert on our website, which can be found via https://www.prestfelde.co.uk/vacancies

References

In order to assess candidates' suitability, we shall request at least two references. Please note that in accordance with best practice Prestfelde School will follow up written references with a telephone call to the referee. The School will also follow up recent employment within an educational setting.

Right to work in the UK

If you are invited to attend an interview you will be asked to bring identification with you to confirm your right to work in the UK. We ask that you bring **three** forms of identification with you, to include:

⚜ Current passport, share code or eligible immigration document ⚜ Current driving licence ⚜ Birth or adoption certificate for the UK or Channel Islands - issued within 12 months of birth (*including those issued by UK authorities overseas, e.g. Embassies, High Commission and HM Forces*).

Evidence of qualifications

If you are invited to attend an interview you will be asked to bring original evidence of your qualifications.

Medical Fitness

If successfully appointed, you will be asked to complete a health declaration questionnaire and if necessary, an occupational health referral will be made.

Safer recruitment checks

Please read through the School's Safer Recruitment Policy which will give full details of the safer recruitment checks undertaken as part of the on-boarding procedure. If you have any questions on any of these checks please contact us. In summary, below are details of some of the checks carried out.

DBS Disclosure and other checks

If you have ever been convicted of a criminal offence, bound over or cautioned, you must read carefully the section of the application form headed 'Criminal

Convictions'. The appointment is subject to a satisfactory Enhanced Disclosure & Barring Service (DBS) Certificate.

Overseas Police check

If you have spent time abroad for three months or more in the last five years you will be required to obtain an overseas check from that country. The School will support the successful candidate through this process.

Prohibition check

Some pupil facing job roles require the School to carry out a prohibition check. This is carried out online via the Department for Education website.

Social Media check

The School is required under Keeping Children Safe in Education to carry out a social media check on all candidates invited for interview



PRESTFELDE
Part of the Shrewsbury School family

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London Road
Shrewsbury
SY2 6NZ

Email: hr@prestfelde.co.uk
School Website: www.prestfelde.co.uk
Tel: 01743 245 400

Prestfelde Preparatory School is committed to safeguarding and promoting the welfare of children and young people and we will check the suitability of staff to

work with children. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers, overseas police checks (where applicable), the Disclosure and Barring Service and a prohibition from teaching check.

Prestfelde is committed to Equal Opportunities and welcomes applications from all sections of the community.

