Working with us

The National Mathematics and Science College



Role
College Nurse

2026-2027

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Introduction from the Principal



Thank you for enquiring about working here at The National Mathematics and Science College. I hope that the information presented in this pack will enable you to understand the role and the College better, and that having read these details, and visited the website, you will be excited about the prospect of working here.

It's our belief that Science, Technology, Engineering and Mathematics (STEM) subjects are more important today than they have ever been. For those students looking to excel in these areas the specialist education we provide is designed to enable them to thrive at GCSE, A-level and beyond. We recognise that a high-quality specialist education must go beyond the narrow confines of the curriculum, and must expose students to the breadth and joy contained within these subject areas in an integrated way which will allow our students to thrive at College, at University and beyond

Students of The National Mathematics and Science College go on to achieve at the highest levels, pushing the boundaries of our Mathematical and Scientific understanding. Our collective role is therefore to support them in establishing an effective foundation and help light the spark! We do all of this as part of a caring and supportive co-educational boarding and day community, which encourages students to think creatively about the links both within and outside of their subject domains. The ability for our students to live and study with people who share their interests and passions is priceless, and for many is truly transformative.

The National Mathematics and Science College is an inspiring place, where together we get to support the development of some exceptionally gifted young people!



Dr Andy Kemp
Principal

General Information about the College:

GO FURTHER, COME RUN WITH THE SWIFT!



The National Mathematics College is an elite STEM college which opened in 2016. The College is small in size (currently about 166 students) but big in ambition! We are designed to teach a sixth form curriculum, focusing exclusively on STEM subjects. We do this through four key programmes:

2 Year A-level programme

1 Year Pre-A-level programme, designed to act as a bridge to the two-year A-level programme for those who need to develop a foundation in their practical skills or English language skills.

1 Year Fast-track A-level programme – this is designed for students who have completed their school level studies internationally and want to convert to UK qualifications to apply to UK Universities.

2 Year Specialist STEM GCSE programme – this is a specially designed 2 year GCSE course focusing on STEM subjects (Mathematics, Further Mathematics, Statistics, Chemistry, Physics, Biology, Computer Science and English) augmented by our in house intersections programme which explores the arts and humanities through the lens of STEM.

2 Year Medical Pathway programme – this takes the standard 2 Year A-level programme and augments it with specialist preparation to apply to medical schools in the UK and internationally.

The College operates across the 15–20 age range, and is fully co-educational. The vast majority of our students are international, coming from over 30 nations at present.

Academic achievement of students at the College is exceptional. In 2026 our students achieved 72% A*/A grades at A-level with 44% of all grades being awarded the top A* grade. All of our students routinely take part in national and international competitions, where they achieve significant success. We believe the College to be the highest performing school in the UK in Olympiad competitions, on a per capita basis.

Students leave the College to study at the best universities in the UK and overseas. Since we opened, every student has gained offers from Russell Group universities. Almost half our students have gone onto study at G5 universities (Oxford, Cambridge, UCL, Imperial and LSE), with 1 in 4 students last year going to Oxford or Cambridge.

The College is situated in a modern building on the edge of Warwick University's campus in Coventry. Our boarders live in a purpose built residential block behind the teaching building which provides us with a collection of single en-suite rooms with shared communal kitchen/living spaces, alongside the College's Restaurant.

The College is a member of the Society of Heads (SoH), the Independent Schools Council (ISC), AGBIS, ISBA and a full member of the Boarding Schools' Association (BSA)

Leadership at The National Mathematics and Science College

The leadership of The National Mathematics and Science College is made up of:

Senior Leadership Team:

Principal – Dr Andy Kemp
Vice Principal (Operations) - Jon Wingfield
Vice Principal (External Relations & Development) – Dr Penny Robotham
Vice Principal (Pastoral & Boarding) - Charlie Turner
Vice Principal (Academic & Technology) - Martyn Colliver
Director of Finance & Resources - Chris Voisey

Pastoral Team:

Vice Principal (Pastoral & Boarding) - Charlie Turner
House Parent
Assistant House Parents
College Nurses
Boarding Care Staff Co-ordinator
Boarding Care Staff



Working at The National Mathematics and Science College

College Year

The College year operates on a three-term basis, roughly in-line with those in other schools.

The Autumn and Spring terms have a mid-term break (typically a full-week) where the College closes but the residence stays open. We typically work through the summer half-term, finishing the term early to provide more teaching time for students with exams.

The Christmas is typically 3 weeks in length and the Easter break is typically 2 weeks, with the summer break covering most of July and August.

College Week

Teaching in the College takes place Monday to Friday during term-time between 08:30 and 16:00. In addition staff are expected to contribute towards weekend and evening activities at infrequent points throughout the year.

Lessons are 1 hour in length, and class sizes are typically in the 8-12 range, with an upper limit of around 14.

Academic Matters

All full-time teachers will be in charge of a tutor group of around 8–12 students. Towards the end of each half-term a report or assessment is given to each student which will then be discussed in tutor groups. As well as teaching their own academic discipline, most teachers are timetabled to teach as part of the societies and activities programme.

Life outside the Classroom

The College pays above the state sector salary scales in recognition for the extra commitment that is required by staff who work in an intense college environment.

The College runs an extensive co-curricular and super-curricular programme. There are a variety of clubs and societies run by staff and students that take place during the College day. There is also an extensive college trips programme both within the UK and to Europe and beyond.



Job Description

College Nurse

Main Purpose

The National Mathematics & Science College is an elite STEM College which opened in 2016. The College is small in size with currently around 170 students. We teach a GCSE and A Level curriculum focusing exclusively on STEM subjects.

An exciting opportunity has arisen to join the College in this important role within our Pastoral team.

We are looking to appoint an additional College Nurse to provide a clinically effective, high-quality nursing care and first aid service to students and all members of The National Mathematics and Science College community.

Key Responsibilities

- Use evidence-based practice to plan, deliver and evaluate school nursing interventions throughout the College.
- Fulfil your responsibilities in line with the recommended best practice guidelines from the NMC, RCN, MOSA, Boarding Schools Association (BSA) and the Independent Schools Inspectorate (ISI).
- Adhere to the NMC The Code: Standards of conduct, performance and ethics for nurses and midwives.
- Provide a high standard of service within the NMC guidelines to students, members of staff and any visitors whilst on site.
- Use evidence-based practice to develop and maintain a high quality of nursing care to students.
- Ensure the code of confidentiality is maintained and adhered to for all those receiving care and that information shared about them is done so appropriately under the current Data Protection Act guidelines.
- Adhere to college policies and procedures.

Medical Care

- Provide emergency care, minor illness and injury assessment and first aid treatment as necessary for all boarding and day students, college employees and any visitors to the campus who require assistance.
- Liaise with Vice Principal (Pastoral & Boarding), other nurses, boarding staff, teaching staff, GP, counsellors, hospital, clinic and/or A&E department and MDT (multi-disciplinary team) as necessary.
- Provide appropriate physical and mental health advice as necessary including referrals to other agencies.
- Follow procedures for the control of infectious diseases and the safe disposal of clinical waste.
- Be aware of the recommended safe storage, usage and disposal of medical supplies and drugs.
- Arrange flu vaccines for staff.
- Collecting of prescriptions, as required.

Boarding students

- Act as the normal first point of contact for students wishing to make appointments to see the GP (on site or at the local surgery), including advising students to attend as appropriate and assisting in making their appointments.
- Perform new boarder school medical examinations and make any necessary referrals and drawing up with relevant parties, health care plans as required.
- Arrange for boarding students to attend any medical, dental, or other health appointments as necessary, attending with them where appropriate.
- Provice in-patient nursing care for boarding students by visiting them in the residence and drawing up appropriate care plans as required.
- Checking on students who report as unwell in the morning in the residence, to identify care required or encourage them to attend college as appropriate.
- Maintain safe storage, usage and disposal of medical drugs (including controlled drugs) and supplies and undertaking regular audits.

Job Description

Monitoring and Safeguarding

- Safeguard and promote the health and wellbeing of all students.
- Perform general health monitoring and assessment as agreed with students and parents.
- Monitoring of college medical equipment including first aid kits and defibrillator.
- Ensure accurate record keeping.
- Developing risk assessments for students at risk and monitoring the risk assessment as appropriate.
- Be able to identify signs of abuse and be aware of indicators of abuse and neglect.
- Attend updates on all college safeguarding policies and local and national policies such as 'Keeping Children Safe in Education'.
- Report any safeguarding concerns to the Designated Safeguarding Lead (DSL).

Communication

- Ensuring parents, guardians, boarding staff and teaching staff are informed of any accident, injury, illness or other problem as appropriate and ensure these are accurately recorded.
- Ensuring that information which will help continuity of care of students and staff is properly recorded and shared with all members of the pastoral team.
- Ensuring the confidentiality, under the guidelines of the NMC, of any information regarding staff/students.
- Communication with parents, guardians and staff on any health matters or specific concerns about individual students are within the code of confidentiality and the Data Protection Act 2018 guidelines.
- Prior to the start of tem in September, meet online with parents to discuss student medical forms/medical conditions/ allergies etc.

Health and Wellbeing Education/Promotion

- Keep up to date with current health promotion initiatives.
- Assist in the implementation of any health promotion initiatives to promote health education throughout the College population.
- Ensuring opportunistic health education amongst students and staff.
- Involvement and contribution to health education within the classroom setting where appropriate e.g. Medical Society, PSHE, College Wellness Programme

Administration

- Co-ordinating appointments for on site GP surgery.
- Maintain nursing records to a high standard ensuring the accurate and rapid retrieval of information.
- Enter and update all medical records on the College's medical systems e.g. iSAMS, Orah, CPOMS.
- Maintaining agreed college records of all medical attendances, admissions and transfers.

Specific Duties

- Maintain and update the anaphylaxis protocols, student and staff anaphylaxis care plans and facilitate training for staff as required.
- Maintain and update the asthma register, offer training to staff as required and communicate with parents as necessary.
- Ensure all college held medicines are checked and updated as required, on a termly basis and the register of expiry dates is maintained.
- Drawing up health care plans, both long-term and short-term, as required for any students in the College.

Policies & Procedures

- Work with the Vice Principal (Pastoral & Boarding) to devise and update first aid/ medical policies and procedures and first aid/medical related risk assessments, for the College.
- Ensuring an adequate number of staff are trained in first aid and mental first aid to the appropriate levels and arranging training as required.

Person Specification

Professional Development
- Participate in learning and development to maintain clinical expertise and competencies
- Adhere to NMC registration and revalidation process.

Other Aspects
All staff are expected to maintain continuous professional development by attending appropriate internal and external training courses, seminars and conferences which may occur in holiday or term time.

We are all members of one community and must therefore endeavour, at all times, to maintain positive working relationships with all colleagues, treating others with the same level of professionalism, respect and politeness that we would wish for ourselves.

In addition, you are required to work in pursuit of our core aim, which is to ensure every student's aspirations, capabilities, interests and talents are recognised, nurtured and celebrated. We pride ourselves on our academic standards, extra-curricular provision and pastoral care. Your performance in this regard will be judged by your outcomes relating to work, attitudes and professional behaviours.

You are required not to undermine fundamental British values, including democracy, the rule of law, individual liberty and mutual respect, and tolerance of those with different faiths and beliefs.

This job description is not necessarily comprehensive and the postholder will be required to carry out such other duties as may be reasonably required within the general scope and level of the post.

PERSON SPECIFICATION

Essential Qualifications & Experience
- RGN/RN (child)/RSCN minimum.
- Registration with the NMC and with a current PIN.
- Minimum of 3 years' post qualification experience, preferably in a school environment.
- Working use of computers .
- Driver with use of a car and clean driving licence.

Desirable Qualifications & Experience
- A&E/minor injuries/urgent care experience.
- Severe allergies/anaphylaxis/asthma and/or diabetes experience.
- Home remedy medicatoin management.

Personal Qualities
- Awareness of problems facing adolescents and a commitment to, and an understanding of, the concerns of young people from a variety of cultural and social backgrounds.
- Good written and oral communication skills at all levels.
- Team player.

Closing Date: 12 noon - Friday 13th November

Applications will be considered as they arrive and we reserve the right to close the vacancy early. Early applications are therefore encouraged.

Informal enquiries prior to application welcome. Please email Charlie Turner (Vice Principal - Pastoral & Boarding) on c.turner@natmatsci.ac.uk

Pay and Remuneration

Pay:
FTE Salary - £39,959 - £48,117 (depending on experience) - based around NHS Band 6.

Pro-rata (actual) salary is £33,000 - £40,000 per year (depending upon experience).

Hours & Working Pattern:
The role is permanent and full-time, working 40 hours per week, Monday to Friday, from 7.30am to 4.00pm. This includes a 30-minute unpaid lunch break, with meals provided during term time.

The role is term-time only, plus two weeks in late August (38 working weeks per year). The additional two weeks in August are essential to ensure that all relevant medical information, including details of students' medical conditions, allergies and individual healthcare needs, are reviewed and appropriate arrangements are in place before the start of the academic year.

Given the residential nature of the College, some flexibility is required outside normal working hours. The School Nurse will be expected to provide occasional telephone advice and support during evenings, weekends and half-term breaks, as necessary, to assist colleagues in managing students' healthcare needs.

Time spent undertaking duties outside normal working hours will be compensated through time off in lieu (TOIL), to be agreed with the College in advance wherever practicable.

Arrangements for out-of-hours availability will be agreed to ensure that expectations are reasonable and that appropriate periods of uninterrupted leave are maintained.

Other Benefits:

Meals are provided free of charge during term time

Pension Scheme

Optional Healthcare Scheme

Free parking (subject to availability) is available at the College.

Staff Discount:
Children of staff can be educated at the College (subject to meeting the normal entry requirements) and, at the discretion of the Principal, may receive a tuition fee reduction.





Where is the College?



The National Mathematics and Science College is situated on the edge of Warwick University in the leafy and picturesque area of Westwood Heath. It is easily accessible by rail, bus and car.



Safer Recruitment

The National Mathematics and Science College fully recognises its responsibility to safeguard and promote the welfare of the children and young people in their care. This responsibility encompasses the following principles:

- To protect children from harm (maltreatment).
- To prevent impairment of children's health and development.
- To ensure that children are growing up in circumstances consistent with the provision of safe and effective care, thus enabling those children to have optimum life chances and to enter adulthood successfully.

The College addresses its commitment to these principles through ensuring all reasonable measures are taken to minimise the risk of harm to children's welfare. These include:

- Ensuring safer recruitment practice.
- Ensuring through training that all teaching and non-teaching staff are aware of and committed to the Safeguarding Policy and Child Protection Procedures.
- Adopting a Staff Code of Conduct.
- Establishing a positive, supportive and secure culture in which children can learn and develop, together with a school ethos which promotes in all pupils a sense of being valued, listened to and respected.
- Including in the curriculum, activities and opportunities for PSHE which equip students with the skills they need to stay safe from abuse and radicalisation, and which will help them develop realistic attitudes to the responsibilities of adult life.
- Providing pastoral support that is accessible and available to all students and ensuring that students know to whom they can talk about their concerns.

Equal Opportunities

The National Mathematics and Science College is committed to providing equality of opportunity for all. The College will not discriminate either directly or indirectly on grounds of gender, marital status, race, ethnic origin, colour, nationality, national origin, disability, sexual orientation, religion or age (please refer to separate policies for full details).



Safer Recruitment

Safer Recruitment Policy
A copy of our Safer Recruitment Policy will be included with any job advertisement.

The College is legally required to carry out a number of pre-appointment checks which are detailed in their Safer Recruitment Policy. This includes a requirement under paragraph 294 of Keeping Children Safe in Education (September 2026) to ask shortlisted applicants to provide certain information that is relevant to their suitability to work with children.

As the role you have applied for is exempt from the Rehabilitation of Offenders Act 1974, the College is permitted to ask you to declare all convictions and cautions (including those which would normally be considered 'spent') in order to assess your suitability to work with children. However, you do not have to disclose a caution or conviction for an offence committed in the United Kingdom if it has been filtered in accordance with the DBS filtering rules.

If you are shortlisted for interview, you will be required to complete a Suitability to Work With Children Self-Declaration Form and to return it to the College prior to interview, or on your interview day. Your interview will not take place if you do not complete, sign and return this form.

Having a criminal record will not necessarily prevent you from taking up employment with the College. Instead, the College will assess each case on its merits and in accordance with the Safer Recruitment Policy.

Criminal Records
The role you have applied for meets the legal definition of regulated activity with children.

PLEASE BE AWARE THAT IT IS UNLAWFUL FOR THE COLLEGE TO EMPLOY ANYONE TO WORK WITH CHILDREN IF THEY ARE BARRED FROM DOING SO AND IT IS A CRIMINAL OFFENCE FOR A PERSON TO APPLY TO WORK WITH CHILDREN IF THEY ARE BARRED FROM DOING SO.

If you are successful in your application, you will be required to complete an Enhanced DBS Disclosure Form (with barred list check).

Employment with the College is conditional upon the College being satisfied with the result of the Enhanced DBS Disclosure and Barred List Check.





Application and Recruitment Process

Application form

Applications will only be accepted from candidates completing our application form in full. CVs will not be accepted in substitution for completed application forms.

References

We will seek references on shortlisted candidates prior to interview and may approach previous employers for information to verify particular experience or qualifications. The College will not accept open references.

If you are currently working with children, on either a paid or voluntary basis, your current employer will be asked about disciplinary offences, including disciplinary offences relating to children or young persons (whether the disciplinary sanction is current or time expired), and whether you have been the subject of any child protection allegations or concerns and, if so, the outcome of any enquiry or disciplinary procedure.

Any reference from a candidate's current employer must be completed by a senior person with appropriate authority. If the referee is school or college based, the reference should be confirmed by the headteacher/principal as accurate in respect of any disciplinary investigations.

If you are not currently working with children but have done so in the past, that previous employer will be asked about those issues. Where neither your current nor previous employment has involved working with children, your current employer will still be asked about your suitability to work with children, although you may where appropriate answer not applicable if your duties have not brought you into contact with children or young persons.

You should be aware that provision of false information is an offence and could result in the application being rejected or summary dismissal if the applicant has been selected, and possible referral to the police and/or the DfE Children's Safeguarding Operation Unit.

Equal Opportunities

The National Mathematics and Science College is committed to providing equality of opportunity for all. The College will not discriminate either directly or indirectly on grounds of gender, marital status, race, ethnic origin, colour, nationality, national origin, disability, sexual orientation, religion or age (please refer to separate policies for full details).



Invitation to Interview

If you are invited to interview this will be conducted in person and the areas which it will explore will include suitability to work with children.

An online search to help identify any incidents or issues which may have happened, and are in the public domain, which the College may wish to explore during interview will be carried out as part of the shortlisting process and in line with safer recruitment processes.

All candidates invited to interview must bring documents confirming any educational and professional qualifications that are necessary or relevant for the post (e.g. the original or certified copy of certificates, diplomas etc). Where originals or certified copies are not available, for the successful candidate, written confirmation of the relevant qualifications must be obtained from the relevant awarding body.

All candidates invited to interview must also bring with them:

- Current driving licence (both paper copy and photo ID as applicable)
- Current (or expired) passport or a form of identification which is proof of your right to work in the UK.
- A full birth certificate
- A utility bill or financial statement showing your current name and address (which is no more than 3 months old)
- Proof of national insurance number (NI card, P45 or P60)
- Where appropriate any documentation evidencing a change of name e.g. marriage certificate, deed poll document.

THESE DOCUMENTS MUST BE ORIGINAL.





Conditional Offer Of Appointment

Any offer to a successful candidate will be conditional upon:

- Receipt of at least two satisfactory references (if these have not already been received)
- Verification of medical fitness via a medical questionnaire
- Verification of identity and qualifications
- A Disclosure and Barring service check
- A satisfactory Enhanced DBS check
- Verification of professional status such as TRA registration, QTS Status (where required), NPQH
- (For teaching posts) verification of successful completion of statutory induction period (applies to those who obtained QTS after 7th May 1999)
- Where the successful candidate has worked or been resident overseas, such checks and confirmations as the College may require in accordance with statutory guidance
- A check that the candidate is not subject to a prohibition order issued by the Secretary of State
- Evidence that you have not been prohibited from participating in the management of independent schools (Section 128 check)
- Satisfactory completion of a six months probationary period

Contact details

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