



St Matthew's Primary School

19 Norfolk Street, Cambridge CB1 2LD

Telephone: 01223 568838

Fax: 01223 568839

Email: office@stmatthews.cambs.sch.uk

Web site: www.stmatthews.cambs.sch.uk

Headteacher: Mr T. Davies

January 2025

Dear Applicant,

Teaching Assistant/Nursery Nurse Vacancy
Level 3, Scale 7 to 11, 35 hours per week.
Monday to Friday, 8:30am to 4:00pm, term time only
£25,584 to £27,269 per annum, (pro rata), (£13.26 to £14.13 per hour)

St Matthew's Primary School is looking for a teaching assistant/nursery nurse to join our excellent team, working as a key worker for a group of children in our nursery. This is a permanent position to start as soon as possible.

St. Matthew's is an exciting place to work. Situated in the centre of Cambridge, just off East Road near the Grafton Centre, we are a community primary school (not affiliated to any church, despite our name) serving a very diverse community with over 35 different languages spoken by the children. We have high academic standards, a positive, inclusive ethos, excellent pastoral care and a sense of innovation, adventure and fun. These characteristics are highly valued by our staff team, our children and our supportive parents. Our nursery is a valued part of our school, providing an excellent foundation for the children's learning and development as they progress through the school.

A full job description is available as part of the application pack on our website which includes:

- An application form
- Job description/person specification
- A copy of our Child Protection Policy
- A copy of our Rehabilitation of Offenders Policy

St Matthew's Primary School is committed to safeguarding and promoting the welfare of all children and expects its staff to share this commitment. The successful applicant will be subject to an enhanced DBS check. Online checks will be carried out on prospective candidates ahead of shortlisting.

The closing date for applications is 9.00 a.m. on Monday 27th January 2025. Interviews will be held shortly thereafter.

Yours faithfully,

Tony Davies
Headteacher