ST. MICHAEL'S CATHOLIC GRAMMAR SCHOOL

Nether Street
North Finchley
London N12 7NJ
Tel: 020 8446 2256
Fax: 020 8343 9598

Voluntary Aided

"An outstandingly effective School" Ofsted

Email: office@ st-michaels.barnet.sch.uk
Website: www.st-michaels.barnet.sch.uk

4 Form Entry Voluntary Aided Grammar School for Girls with Boys in the Sixth Form
920 on Roll. 280 in Sixth Form.

Medical Room Assistant
10.5 hours per week – 10am to 3.15pm – Thursday & Friday
Term-time only - 39 weeks per year
Unified Reward Grade C (£32,655 to £33,129 FTE) – Actual salary £8,377 to £8,498

Required 4th January 2027

The Governors invite applications for this role in delivering first aid and other health-related support for the whole school community.

The role incorporates a range of tasks including: ensuring stocks of prescribed medication (and first aid supplies) are managed in line with parental consent and with the appropriate documentation, accompanying pupils to doctors' surgeries or hospital as necessary until parent/carer arrives, liaising with other healthcare professionals and ensuring relevant staff are up to date with health information generally and for individual pupils.

In addition, this role includes providing teaching staff with appropriate medication and other basic first aid resources for school trips, maintaining an accurate accident book and, on occasion, assisting in locating students missing from class. An appropriate First Aid at Work Qualification is required.

This person will work under the direction of the Medical Room Lead and the Head of Sixth Form (Pastoral). Ideally suited to this role would be someone with excellent communication skills as they will be liaising with staff, pupils and parents/carers.

The school provides a very rewarding working environment where employees are valued and there is a focus on staff welfare.

Please send completed applications to applications@st-michaels.barnet.sch.uk
Closing date: Wednesday 25th November 2026 at midday

We are committed to safeguarding and promoting child welfare
The post is subject to an enhanced DBS check
St. Michael's is committed to equal opportunities, we welcome applications from all sections of the community