

# 'Let Your Light Shine' (Matthew 5:16)

Isleham C of E Primary School  
Malting Lane  
Isleham  
CB7 5RZ

Headteacher: Mr Matt Brough  
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## School Business Manager

**22.5 hours a week term time only – Some flexibility on additional hours for the right candidate.**

**Pay Scale: NCJ Scale 6 – SO1**

**Closing Date: Midday 20<sup>th</sup> March 2026**

Isleham Church of England Primary School is seeking a proactive, skilled and highly organised School Business Manager to join our friendly and dedicated team. This is an exciting opportunity for an experienced professional to play a key role in the strategic and operational leadership of our school.

As a member of the Senior Management Team, you will help ensure our school runs smoothly, efficiently and sustainably, so that our staff can focus on providing exceptional education for our children.

### What We're Looking For:

We are seeking someone who has strong financial and administrative expertise, is confident managing budgets, can lead teams with clarity and empathy, and shares our commitment to safeguarding and promoting the welfare of children.

### What we can offer you:

- Amazing, kind and caring children with a passion for learning.
- A friendly and welcoming community.
- A well-managed, balanced school budget.
- Dedicated, experienced and welcoming staff.
- A sense of fun and enjoyment in an environment where colleagues all work together and support each other.
- Opportunities for high quality professional development.

### How to Apply

Full application details and job description are available from the school office or via our website. For more information or to arrange a visit, please contact Mr Brough via email - [office@isleham.cambs.sch.uk](mailto:office@isleham.cambs.sch.uk). Visits are always strongly encouraged.

Isleham Church of England Primary School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this. An enhanced DBS with a barred list check will be required, and other procedures and checks will be followed as part of our safeguarding procedures. The school is an equal opportunities employer.

Application forms and further details are available from Isleham website. References will be sought prior to interview.

