



HEADINGTON RYE
OXFORD

DAY MATRON, PART TIME, TERM TIME

Start date: September 2026

Salary: The prorated salary for a full academic year (approximately 33 weeks @ 3 hours per day) plus 7 inset days @7.5 hours per day is approximately £9,618 per annum.

(The full-time-equivalent salary based on 37.5 hours per week, all year-round would be approximately £29,091 per annum).

Headington Rye Oxford is a vibrant and welcoming school set in 23 acres of playing fields and grounds on the outskirts of Oxford. In an environment where individuals come first, Headington Rye Oxford is renowned for its commitment to academic excellence, pastoral support and an impressive range of extra-curricular opportunities.

We are seeking a part time, term time Day Matron (Davenport) to support the Housemistress and Boarding Team of our Davenport Boarding House.

The Day Matron plays a vital role in maintaining the smooth operations of Davenport House, contributing to a supportive community where students can thrive both academically and personally.

The Day Matron will work alongside the Housemistress, Assistant Housemistress and Graduate Boarding Assistant.

If you are interested in applying for this position please refer to our website:
www.headington.org for a job specification and application form. Please send your completed application form to recruitment@headington.org along with a covering letter.

PLEASE APPLY IMMEDIATELY

Applications are reviewed and shortlisted on a rolling basis and we reserve the right to interview, appoint and close adverts early due to the volume of applications we receive. We therefore encourage you to apply at the earliest opportunity to avoid disappointment as once we have closed a vacancy, you will be unable to submit your application form.

Headington Rye Oxford is committed to safeguarding and promoting the welfare of children and young people. Applicants must be able to provide evidence of having the right to live and work in the UK and must undergo child protection screening, including checks with past employers and DBS and barred lists checks. The School expects all staff and volunteers to share this commitment. Headington Rye Oxford is an equal opportunities employer.