



ISA

# Laleham Lea School

Catholic, Independent, Co-ed  
aged 3—11



Archdiocese of Southwark

## School Finance & HR Officer

**Required from September 2025 (or earlier)**

**Salary (starting at £40-£50k pro rata) commensurate with  
experience and qualifications**

**Hours: 2.5 days per week hours to be discussed (with statutory holiday entitlement)**

An exciting opportunity for leadership, for a good communicator and diligent administrator, with a sound understanding of financial management, whose vision and responsive leadership can continue to develop this excellent school.

In return we offer an excellent team to work with, along with a pension, fee remission, CPD opportunities, hot staff lunch and support for staff wellbeing.

Please contact our Headteacher via email on [secretary@lalehamlea.co.uk](mailto:secretary@lalehamlea.co.uk) for an application pack. Tel: 0208 660 3351

**Closing date: Midnight July 10th 2025**

*Our school is committed to safeguarding and promoting the welfare and safety of children. All appointments are subject to a satisfactory enhanced DBS check and other Safe Recruitment employment checks. We are an equal opportunities employer.*

**Laleham Lea School, 29 Peaks Hill, Purley, Surrey CR8 3JJ**

**[www.lalehamlea.co.uk](http://www.lalehamlea.co.uk)**

**Registered Charity Number: 1118598**