



# Families' Bulletin

Monday 19 December to Friday 6 January 2023

Dear Families

Please follow this [link](#) to see the end of term letter from Jo Meloni. Wishing you all a merry Christmas and a Happy New year.

The General Office

## Key Dates

Tuesday 3 January	First Day of Term
Wednesday 11 January	Observatory Open Evening 7.00pm to 9.00pm
Tuesday 16–Friday 19 January	<b>Year 10</b> English Speaking Assessments
Wednesday 1 February	Observatory Open Evening 7.00pm–9.00pm
Thursday 2 February	Higher Education Fair 4.30pm–6.30pm
Friday 10 February	<b>Years 7 to 9</b> – Influenza Vaccination Programme

Remember you can see the full parents' calendar [here](#)

## Extra-Curricular Clubs

We offer a wide range of after school activities at Sackville. You can browse through all the clubs, by year group, via the website parent link [HERE](#).

If you have any questions regarding a particular activity, please contact the member of staff who is running the club.

## School Notices

### February 2024 Ski Trip is in the Planning.....

Mr Kevin Treen  
**Ski Trip Leader**



## Year/Department Notices

### Foodbank Vouchers

If any family would benefit from receiving a foodbank voucher, please email me [asteer@sackvilleschool.org.uk](mailto:asteer@sackvilleschool.org.uk) at any point during the Christmas holidays and I will organise one for you.

Please make sure that **FOODBANK VOUCHER REQUIRED** is the subject of the email so that your request is easily identifiable.

Mrs Amy Steer  
**Child Protection and Welfare Officer**

### Tutor Group Changes

We will be welcoming three new members of staff when we return to school in January. Therefore, Tutor Group amendments going into next term are as follows:

Mrs Laura Swain will take 9TMT  
Mr Lewis Milligan will take 9JHS  
Mr Ian Peters will take 10JBH

Mr Paul Street  
**Deputy Head**

## Tabletop Gaming Club

The Tabletop Gaming club is proving popular with the Sackville students. If any families have some rarely used board games or Warhammer figures gathering dust in the attic or storage, which they don't mind parting with, any donations to the club would be greatly appreciated. If you are able to help, please let me know at [oshave@mysackville.co.uk](mailto:oshave@mysackville.co.uk)

Many Thanks  
**Mr Owain Shave**

## Message from Curriculum Team Leaders of PE

A reminder that PE extra-curricular activities after school will resume week commencing Monday 9 January 2023! Have a very happy Christmas and New Year.

Mr Ali Currie and Mrs Lisa Richards  
**Curriculum Team Leaders of Boys and Girls PE**

## Safeguarding - On-line

### Self-Generated Sexual Abuse Images and Videos



You may have heard of a recent report that over a 5-day period, the IWF found 896 cases of children as young as 7 coerced into making the most severe sexual abuse videos and images. What can parents' and carers do about this concern?

- Request the topic to be highlighted as part of your schools safeguarding curriculum and any awareness session for parents/carers.
- Teach the message that you never get changed or undressed on camera! The LGfL [Undressed](#) song and animation are ideal for teaching this to younger children, so it has sunk in before they need it.
- Use of parental control settings on devices. You don't have to be an expert – take a look at these comprehensive guides via [Internet Matters](#).
- Consider the use of family agreements such as this one by [Childnet](#). A great, practical tool, to start discussions about how to behave online and set clear expectations for your family about digital use.

The IWF is the only non-law enforcement body allowed to pro-actively search for this material, to block and remove it from the internet and pass details onto the police to protect victims. These latest findings all involved young children being coerced into generating abuse material from their homes...often while their parents were unaware in the house. The Online Safety Bill is currently passing through Parliament. When it finally comes into force, platforms will have a new 'duty of care' towards users, a raft of new protections including hopefully a 'know your user' principle and rigorous age verification for any platform likely to be accessed by children.

## Wellbeing



As we reach the end of the autumn term, my attention shifts towards 'packing away' this term and tying up all loose ends before I leave school at the end of the day Friday. Invariably, I won't manage this as there is always something else I want to get done. Instead of worrying about my endless 'to-do list', I am going to spend some time reflecting on what I have been grateful for and the many wins and successes of the year so far. I am looking forward to spending 10-15 minutes on the last day of term when the students have gone home and the school is quieter to sit at my desk and write my list of *joy and gratitude* of my Sackville year so far. Just thinking about doing this brings a smile to my face.

This got me thinking about the end of the calendar year and any New Year's resolution I might set. I usually write a great long list and invariably don't succeed at many or any of them. I cannot tell you how many years I have pledged to have a six-pack shredded torso and failed miserably! Instead, I am going to take all the pressure off myself and expectations of the year to come. I am going to write a list, but a different one, that has two parts. The first will be all the things I have been grateful for from 2022 and the second will be all the things I am looking forward to in 2023. I will begin with acknowledging all that my (non-six pack shaped) body has allowed me to achieve this year, e.g. my 20 mile Midnight walk the first weekend back to school in September! I am going to call this list my "List of Gratitude and Joy from Last Year into the Next", it's not quite as catchy as New Year's Resolutions, I'll give you that. However, you are spending the next few weeks and whoever you are with, I wish you peace and joy.

Hannah

## External Clubs, Events, Services and Subscriptions






**Save 20% on a subscription to Britannica Magazine & help your child's school receive £1,000 of FREE books!**

**Here's all you have to do:**

- 1 Visit our website at [britannicamagazine.co.uk](http://britannicamagazine.co.uk)
- 2 Sign up to an annual or six-month subscription to **Britannica Magazine** - and you will also receive a free hardback **Britannica children's book** as a sign-up gift. Plus your school will receive a **£10** (annual plan) or **£5** (six-month plan) book voucher to spend on non-fiction books for the school library.
- 3 At the checkout, remember to select your school from the list, to ensure they receive their book vouchers. Then enter the **discount code XMAS20** to claim your special 20% discount.
- 4 Depending on how many parents take advantage of this unique offer, your child's school can receive up to **£1,000 of FREE books!** Contact: [schools@britannicamagazine.co.uk](mailto:schools@britannicamagazine.co.uk)

**Your child will receive:**

# Vacancies

## Learning Support Assistant

### Grade 3

We require for next half term, Learning Support Assistants to work within our dedicated SEND team. The successful candidate will provide in class support to our students with SEND, as well as work with students 1:1 and in small groups outside the classroom. Full or part time would be considered.

Whilst experience of working in an environment with young people is desirable, we are looking for someone who has the skills, qualities and passion to effectively engage with young people to help us ensure every child achieves success at school.

Sackville is an exceptionally friendly and supportive community built on strong relationships which allow every student to thrive. We have acquired a deserved reputation for fighting for every child, to support every student achieve their full potential and develop a lifelong love of learning.

Our academic standards are high and we are rated as a 'Good' school by Ofsted. Students' attitudes and behaviour are very good. Our excellent pastoral system underpins everything we do and you will be working alongside an exceptionally dedicated and caring team.

Hours: up to 26 hours and 40 minutes per week, across five full days (8.50-2.50pm), term time only

Salary range: Grade 3 £18,887 - £19,264  
(pro rata £11,335 - £11,559 for 26 hours and 40 minutes per week, term time only)

Further details and an application form are available on our website [www.sackville.w-sussex.sch.uk](http://www.sackville.w-sussex.sch.uk) or from Mrs K Rowlingson, PA to the Headteacher, on 01342 414900/[krowlingson@sackvilleschool.org.uk](mailto:krowlingson@sackvilleschool.org.uk)

Please address your letter of application (no longer than 2 sides of A4 please), together with the application form to Ms Jo Meloni, Headteacher.

The closing date for applications is 9 January 2023 at 10.00 am. Interviews will take place week commencing 12 January 2023 although we reserve our right to interview early for exceptional candidates.

**'Together We Achieve'**

Lewes Road, East Grinstead, West Sussex RH19 3TY Tel: 01342 410140

Sackville School is committed to safeguarding and promoting the welfare of children and young people and expects all staff and volunteers to share this commitment.

Any successful applicant will be required to undertake an Enhanced Disclosure check by the Disclosure and Barring Service




## Study Supervisor

### Required February 2023 - Full time / Part time

### Grade 4

Sackville School is a community of like minded people with a shared vision to provide the best possible learning experiences, in a friendly, safe and welcoming school. We have high expectations and ambitions for all our students and live by our motto 'Together We Achieve' and our shared school values.

The role of study supervisor plays an important part in achieving our vision in the classroom and beyond. You would be engaged in supervising classes for absent teaching staff, invigilating examinations, and assisting with administration. You will also have the opportunity to join student groups on trips and visits throughout the year.

You do not need to have previously worked in a school environment, full training will be provided. All that we ask is that you have a genuine desire to work with young people, the ability to engage with them on a professional level to get the very best out of them and the commitment to learn and be part of our great team.

We are unapologetically ambitious for every child, no matter what their background, prior attainment or needs. We are an inclusive school and believe that all young people have gifts, talents and interests, it is our job to provide the opportunities and encouragement to help them flourish.

The successful applicant will:

- Be able to support in the delivery of high-quality learning experiences for all students.
- Have high expectations of learning and behaviour, inspiring and motivating our students to learn.
- Be supportive, understanding and skilled in building positive, professional relationships with young people.
- Seek to make learning exciting and a positive experience.
- Communicate well with parents, carers and members of staff, as well as students.

Hours: 30 hours per week, term time only  
Part time hours will be considered

Salary range: Grade 4, point 5 £21,575 - £21,968  
(pro rata £14,600 - £15,674 based on 30 hrs/pw term time only)

Sackville is a vibrant and successful school. We enjoy a positive relationship with our local community, are oversubscribed and gain consistently strong outcomes for our students.

If you feel that this is a role that you would enjoy and you would like to be part of our team, feel free to contact us to arrange an informal visit or to apply.

Further details are available on our website <https://sackvilleschool.org.uk/> or from Mrs K Rowlingson PA to the Headteacher, on 01342 414900 [krowlingson@sackvilleschool.org.uk](mailto:krowlingson@sackvilleschool.org.uk)

Please address your letter of application together with the application form and safer recruiting sheet (available on website) to Ms Jo Meloni, Headteacher.

**Closing Date: 9.00 am Monday 9 January 2023, interviews are scheduled for: w/c 16 January** although we encourage early application as we reserve the right to interview prior to this date for the right candidates.












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## Invigilators Required

We are seeking to recruit new invigilators, term time, for exam periods only. We presently have a group of dedicated invigilators, and are looking for individuals to expand the team, who can promote a supportive atmosphere for our students so that they achieve their best.

A good command of written and spoken English is essential for this role together with an ability to communicate confidently with both staff and students.

This role will suit applicants looking for flexible working hours both in school and after school hours with emphasis on being available for at least 3 days per week for both morning and afternoon sessions during the busy examination season (May and June 2023) as well as several other times throughout the academic year for pre-public (mock) examinations.

Applications are invited from candidates who have:

- The ability to work well in a team as well as having the initiative to work alone
- The ability to respond quickly and implement necessary action in unexpected/ emergency situations

Invigilation will be on an ad-hoc basis. Hours of employment will vary greatly throughout examination periods. Exact dates and times will be agreed prior to each examination session and will be dependent on the work available and the availability of the applicant.

**£10.65 per hour (inclusive of holiday pay)**

Further details are available from Julie Beswick  
01342 410140

Please address your letter of application together with the application form to Ms Jo Meloni, Headteacher and send to Mrs K Rowlingson, PA to the Headteacher at [krowlingson@sackvilleschool.org.uk](mailto:krowlingson@sackvilleschool.org.uk)


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## Cleaners Required

Cleaners required to work in a friendly atmosphere at

Sackville School, East Grinstead

**£10.65 per hour (inclusive of annual leave entitlement)**

Monday—Friday hours negotiable

Hours – minimum of 2 hours per session

Previous applicants need not re-apply.

Sackville is a large, mixed, 11-18 comprehensive with 1700 on roll. We are a STEM school, leader in Space Education and hold International School, Artsmark Silver, Healthy School and Good Schools Guide awards. We are a popular, expanding and over-subscribed school.

Our GCSE results are consistently strong with extremely positive progress 8 scores. Our A level progress is at the top end of all local authority providers.

Further details are available from Nickie Clapson on 01342 410140

Please address your application form and safer recruiting sheet (available on website) to Ms Jo Meloni, Incoming Headteacher and send to Mrs K Rowlingson, PA to the Headteacher at [krowlingson@sackvilleschool.org.uk](mailto:krowlingson@sackvilleschool.org.uk)

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Please follow the appropriate link to view any current vacancies within [teaching](#) and [support staff](#) areas of the school.

## Medication & Illness

### Medication



To ensure that we continue to support students when they are unwell, we need to make sure our records are up-to-date. As a school we will continue to administer ad-hoc medication as per the consent slip you have completed. If you wish for this to change, please contact the relevant year team. Should your child be diagnosed with any new medical condition please contact us. In addition, should your child's medical condition change (i.e., they no longer need to use their inhaler) please contact their year team.

**We will continue to provide the support and medical assistance you have already agreed to unless we hear from you.**

### Illness

In order to keep the more vulnerable members of our school community safe, a reminder to inform the school if your child contracts any of the following: Chickenpox, Shingles, Measles or Mumps. Please call the relevant year office, thank you in advance.

