



Families' Bulletin

Monday 9 January to Friday 13 January 2023

HEADTEACHER'S MESSAGE

Dear Families

Welcome back to the Spring term. That sounds promising that someday soon the rain will ease and spring will fully be upon us. In the meantime, after a long Autumn term that ended in very cold weather, snow and bouts of illness for many, we have started the new term welcoming our students back and ready to go full steam ahead.

Already this week our **Year 11** students have been sitting their mock language speaking exams and both **Year 11** and **Year 13 Performing Arts students** have taken their practical exams.

Mr Street and I have delivered assemblies this week. The focus was on the extraordinary **potential** we know each of our students has and on and how we can all work together to provide the right conditions in which they can all flourish. Mr Street reminded students about our **Sackville Way #SWAY**, where we put **Kindness, Prepared** and **Respect** at the centre of our school philosophy and ethos. We know that by far the majority of our students get this right each and every day, which is why we will be launching a new **rewards and recognition** policy later this term.

Whilst writing I would also like to take the opportunity to draw your attention to the fact that we have a number of support staff vacancies available including Learning Support Assistant, Cover Supervisor, Cleaners and Invigilators. All current vacancies can be found using the following links [teaching](#) and [support staff](#) . Please pass this information on to anyone you feel may be interested.

Have a wonderful weekend.

Jo Meloni,
Headteacher

Key Dates

Wednesday 11 January	Observatory Open Evening 7.00pm to 9.00pm
Tuesday 16–Friday 19 January	Year 10 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	Years 7 to 9 – Influenza Vaccination Programme
Monday 13 – Friday 17 February	Half-Term Break

You can view 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

Scarlet Fever Reminder

I would like to draw your attention again to a letter from our colleagues in the health protection team. We know that some families will continue to be worried about the ongoing reports of Strep A cases and the consequent illness of scarlet fever nationally. Points in the letter include the importance of cleanliness and good hand washing to help reduce the spread of infection and that if someone in your household does become unwell, unlike what we experienced in the early days of the Covid-19 pandemic, all other siblings should continue to come to school. It would be helpful if you could help to reinforce the handwashing at home and we will do the same in school. Please follow the link [HERE](#) to read the latest letter from the UK Health Security Agency.

Year/Department Notices

Bronze Duke of Edinburgh Year 10

On Thursday year 10 will be introduced to the Bronze Duke of Edinburgh course in assembly and they will be given the opportunity to apply for a place on the 2023 programme. Full details will follow in due course.

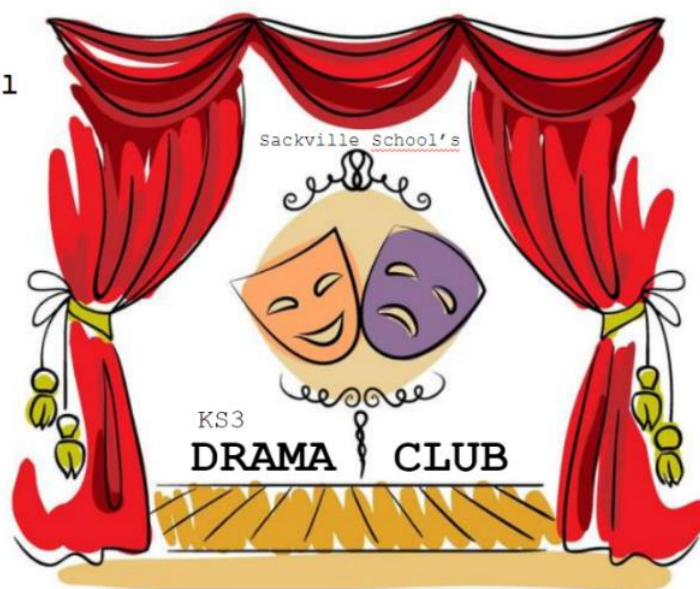
Mrs Amanda Doran
Leader of the Duke of Edinburgh Programme

Drama Club

Thursdays
after school

Starting:
12th Jan

Unleash
your
inner
actor and
join the
fun!



Hot Chocolate with the Head



Maddie, Isla and Matt joined Mr Feist for the first hot choc Friday of the new term where we celebrated Isla settling in so well into year 7 and Maddie and Matt explained their success (and failure) of running a business enterprise Christmas market last term. They are now preparing for a bid to sit in front of Sir Alan Sugar in The Apprentice.

Wellbeing



Dear Families

I hope you had time and opportunity to spend time with family and friends over the school break. Even though we've only had a four-day week, 2023 has begun in earnest! There are a couple of things I wanted to highlight this week. The first is, [RED January](#), it is a nationwide movement for mental wellbeing, led by the community, for the community. The principle is to commit to getting up and to move every day and beat the winter blues away, if you need any encouragement to get moving, joining in with RED January may be the little nudge you were after!

The second is, Action for Happiness' calendar and this month's focus is a Happier January. I have been rehearsing with the year 11 Performing Arts and Dance classes getting them ready for their exam. Whilst this is one of my favourite parts of my job and seeing students perform brings me such joy.....never has a reminder to take 5 minutes to just sit and breath (today's action) been more welcome.

I wish you a wonderful weekend and beginning to this new year,

Hannah

Happier January 2023

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
1 Find three things to look forward to this year	2 Make time today to do something kind for yourself	3 Do a kind act for someone else to help brighten their day	4 Write a list of things you feel grateful for and why	5 Look for the good in others and notice their strengths	6 Take five minutes to sit still and just breathe	7 Learn something new and share it with others
8 Say positive things to the people you meet today	9 Get moving. Do something active (ideally outdoors)	10 Thank someone you're grateful to and tell them why	11 Switch off all your tech at least an hour before bedtime	12 Connect with someone near you - share a smile or chat	13 Take a different route today and see what you notice	14 Eat healthy food which really nourishes you today
15 Get outside and notice five things that are beautiful	16 Contribute positively to your local community	17 Be gentle with yourself when you make mistakes	18 Get back in contact with an old friend	19 Focus on what's good, even if today feels tough	20 Go to bed in good time and allow yourself to recharge	21 Try out something new to get out of your comfort zone
22 Plan something fun and invite others to join you	23 Put away digital devices and focus on being in the moment	24 Take a small step towards an important goal	25 Decide to lift people up rather than put them down	26 Choose one of your strengths and find a way to use it today	27 Challenge your negative thoughts and look for the upside	28 Ask other people about things they've enjoyed recently
29 Say hello to a neighbour and get to know them better	30 See how many people you can smile at today	31 Write down your hopes or plans for the future				

ACTION FOR HAPPINESS **Happier · Kinder · Together**

Safeguarding - On-line

Cost-of-Living Scams



The cost-of-living situation we are currently facing can enable fraudsters to successfully exploit heightened emotions, needs and fears. Please read and share the following advice and information to avoid falling victim to scams.

Types of scams

Here are some of the scams that you're likely to hear about – or may even be affected by – as people's purse strings are tightened and increasing financial pressures. The list is by no means exhaustive as fraudsters are highly adept at keeping abreast of unfortunate situations with very convincing and persuasive messages.


- Texts pretending to be from 'Gov.org' or the 'DWP' inviting applications or claims for cost-of-living payments. In fact, payments are made automatically so there's no need to make such a claim.
- Bogus emails, texts or calls claiming to be from the local council requesting bank or card details so that the £150 council tax rebate can be paid. Again, this is not necessary to receive the payment.
- Fake messages about energy payments relief claiming to be from Ofgem, the energy regulator. Payments are actually being overseen not by Ofgem, but the Treasury.
- Emails, texts, or calls claiming to be sent by energy suppliers offering switching deals, cheaper tariffs, discounts on prepayment meters or rebates.
- WhatsApp scams where you receive a message from someone on a number you don't recognise claiming to be a family member or friend, informing you they have changed their phone number. A short while later, they request money to solve 'a problem which needs payment' (made more believable by the cost-of-living crisis), also known as the 'Friend in Need' or 'Mum and Dad' scam.

- Advertisements, emails, texts or social media posts offering either non-existent loans or those with incredibly high interest rates, to help you through a period of financial hardship.
- An invitation to join 'get rich quick' schemes or jobs, with seemingly (so probably) impossible returns. These range from supposed high return pension and other investment schemes to being paid for the use of your bank account – the latter almost certainly resulting in money muling, a criminal offence in its own right.
- A general increase in 'traditional' scams offering great deals on tickets, holidays, vehicles, consumer goods, fashion, and other things you purchase online. What you buy is either non-existent or not as advertised.

Protect yourself

- Do your research: never send money to anyone you don't know personally or buy anything you're not entirely sure of.
- Look out for spelling and grammatical errors in emails and texts, not being addressed by your name and poor layouts.
- Never reveal personal or financial data including usernames, passwords, PINs, or ID numbers.
- Don't open email attachments or click on links in communications from unknown sources.
- Make sure your antivirus software is up to date and run a scan before opening anything you're suspicious of. Always update software, apps and operating systems when prompted, or set them to update automatically.
- Think before you click: if something seems too good to be true, it probably is.
- **To check whether a website is likely to be legitimate or fraudulent, enter its address at [getsafeonline.org/checkwebsite](https://www.getsafeonline.org/checkwebsite)**
- **Access more local information via www.westsussex.gov.uk/staying-safe-online and national information via www.getsafeonline.org**

Vacancies



Sackville School
Headteacher: Ms Jo Meloni BA (Hons) MEd
www.sackville.westsussex.sch.uk

THE GOOD SCHOOL GUIDE
5 STAR EDUCATIONAL OUTCOMES RATING 2022

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 £11,935 - £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.westsussex.sch.uk or from Mrs K Rowlingson, PA to the Headteacher, on 01342 414900/krowlingson@sackvilleschool.org.uk

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



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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 healthy, 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 responsive, 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 **Salary range:** Grade 4, point 4 £21,575 - £23,368
Part time hours will be considered (pro rata £14,600 - £15,674 based on 30 hrs/5w 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://www.sackvilleschool.org.uk/> or from Mrs K Rowlingson PA to the Headteacher, on 01342 414900/krowlingson@sackvilleschool.org.uk


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

Closing Date: 8.00 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 Bewick
01342 410140

Please address your letter of application together with the application form to Mrs Jo Meloni, Headteacher and send to Mrs K Rowlingson, PA to the Headteacher at 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 Melloni, Incoming Headteacher and send to Mrs K Rowlingson, PA to the Headteacher at 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.

