



Teacher of Science

Candidate Information Pack



Sackville School

TOGETHER WE ACHIEVE

Dear Applicant,

We are delighted that you are considering joining our team.

Sackville School is a vibrant and inclusive school with a strong sense of community. Our students are well-behaved, ambitious, and a pleasure to work with, while our dedicated staff and supportive families create an environment where everyone thrives. Our motto, 'Together We Achieve,' is at the heart of everything we do.

We set high academic standards, and our students make excellent progress at Key Stage 4 and in our Sixth Form. Many secure places at Oxbridge and Russell Group universities, while others successfully pursue apprenticeships, employment, or training that aligns with their aspirations. As a truly comprehensive school, we celebrate all pathways to success.

Pastoral care is central to our ethos. Every member of staff plays a vital role in supporting students' well-being and personal development. Our Communities system fosters a strong sense of belonging, ensuring every student is known, valued, and supported to reach their full potential.

Beyond the classroom, we offer a broad and enriching curriculum. Trips, clubs, charity work, and competitions enhance our students' experience. Opportunities for art, drama, music and sport are all very strong at Sackville, alongside opportunities to participate in a number of STEM related activities.

As an SSAT 'Leading Edge' school, we are recognised for our excellence in professional learning, curriculum design, research engagement, and leadership with moral purpose. High-quality teaching and learning drive our success, and we offer extensive opportunities for professional development through collaboration within our Federation of schools and national networks such as SSAT, Challenge Partners, and PiXL. This includes taking a lead role in the delivery of coaching and leadership training across Sussex.

"Our vision is to provide a safe and inclusive community where every student reaches their full potential, develops a love of learning and lives our values every day". We believe that every student has unique talents, and it is our responsibility—regardless of our role in school—to provide the opportunities, challenges, and support that enable them to flourish.

Are you an inspirational teacher or leader with the ability to motivate and inspire both students and colleagues? Do you share our philosophy of high aspirations and expectations for all? Do you believe in the power of positive and collaborative relationships between students, families, and school to overcome barriers to learning?

If so, we would love to hear from you.

We encourage you to visit us to experience our school firsthand or arrange an informal conversation with us. To schedule a visit, please contact my PA, Katie Dawson at kdawson@sackvilleschool.org.uk or call 01342 414900. An application pack is available on our school website at www.sackvilleschool.org.uk.

We look forward to welcoming you to our school community.

Yours sincerely,



Jo Meloni
Headteacher
Sackville School

Teacher of Science

Required for January 2026, Full or Part time MPS/UPS

We are seeking an enthusiastic and talented Teacher of Science to join our large, thriving, and fully staffed faculty. This is an exciting opportunity to teach across Key Stages 3, 4, and 5, inspiring students to achieve their full potential.

About the Science Faculty

Our Science faculty is a large and thriving team, fully staffed with subject specialists. The department is well-resourced, featuring a dedicated suite of specialist classrooms and IT resources. Collaboration is at the heart of our approach, with joint planning, CPD opportunities, and strong team support. At Key Stage 4 we offer: AQA Double and Triple Science. Our Key Stage 5 curriculum includes: OCR Biology, AQA Chemistry, and AQA Physics (including Astrophysics and Medical Physics), plus the BTEC Level 3 in Medical Science.

Why Join Sackville School?

Sackville School is a popular and oversubscribed 11-18 mixed comprehensive with 1,650 students on roll. We are committed to fostering a supportive and ambitious environment where both staff and students thrive.

We take pride in:

- ✓ Strong academic results, including consistently above-average Progress 8 scores and a proven track record of A-Level success
- ✓ A welcoming and collaborative school culture, built on strong relationships and mutual respect
- ✓ A commitment to investing in our staff, with bespoke CPD opportunities and a thorough induction programme for new colleagues

We welcome applications from:

- Experienced teachers looking for a new challenge in a dynamic and well-established department
- ECTs seeking excellent training, mentoring, and career development opportunities

Application Details

Closing Date: Monday, 6th October 2025 (9:00 am)

Interview Date: Friday, 10th October 2025

We encourage early applications, as we reserve the right to shortlist and interview before the closing date.

Join us and be part of a school that is passionate about fighting for every child and ensuring all students develop a lifelong love of learning.

Further details are available on our website www.sackvilleschool.org.uk or from Mrs K Dawson PA to the Headteacher, on 01342 414900. An application form, safer recruitment form and letter of application addressed to the Headteacher, should be sent to hr@sackvilleschool.org.uk



Sackville School is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. The post is covered by the Protection of Children Act and any successful applicant will be required to undertake an Enhanced Disclosure check by the Disclosure and Barring Service. It should be noted that it is a requirement of the Governors of Sackville School that candidates should, whenever possible, name as referees current and former employers (via Heads or Principals where employment at educational institutions is concerned).

JOB DESCRIPTION - TEACHER

CORE PURPOSE:

- To develop and enhance the teaching and learning of your subject.
- To raise the levels of attainment and progress of all students in your subject.

TEACHING:

- Deliver high quality lessons that meet the needs of all students.
- Ensure subject knowledge is up to date and refreshed as necessary.
- Participate in all internal CPD sessions and attend external CPD as required to develop pedagogy.
- Participate in the appraisal review process following the completion of the ECT induction process.

MONITORING STUDENTS' EXPERIENCE:

Attendance:

- Ensure effective practice in accordance with the school policy.

Behaviour:

- Effectively manage students' behaviour in accordance with the school Culture for learning policy, applying appropriate departmental rewards and sanctions, including promoting the use of restorative approaches to behaviour management and establishing positive relationships with students and families.

Records:

- Ensure that students' records are accurate, updated and accessible e.g. attendance registers, internal communications, and reports.

Reporting:

- Complete effective report writing to parents, as identified in the school calendar.
- Record attainment and progress data as required.
- Attend parent/carers Consultation and Information Evenings as required.

Uniform

- Monitor the standard of uniform in accordance with school policy and deal with any uniform variations.

CURRICULUM:

- Attend subject meetings.
- Contribute to the planning for departmental improvement and cross curricular links.
- Contribute to the development and regular revision of appropriate schemes of learning showing adaptive teaching and assessment in accordance with school guidelines.
- Contribute to the wider life of the school through extra-curricular activities.
- Liaise closely with Community Teams and Form Tutors to monitor student progress and agree interventions to raise achievement.

ASSESSMENT:

- Contribute to the clear and effective methods of assessment in line with national and school policies.
- Use all relevant prior and current performance data to monitor individual student progress in your classes.
- Ensure KS3, KS4 and KS5 attainment targets are met using all appropriate strategies for improvement and student support.

HEALTH AND SAFETY:

- To ensure the health and safety of all students and to report concerns to the line manager promptly.

SAFEGUARDING

- Follow all school safeguarding procedures and policies.

To be alert to issues of safeguarding child protection ensuring that the welfare and safety of children attending School is promoted and safeguarded and to report any child protection concerns to the designated Child Protection Officer using safeguarding policies, procedures and practice.

Prevent, identify and minimise risk of interpersonal abuse or violence, safeguarding children and other vulnerable people, initiating the management of cases involving actual or potential abuse or violence where needed.

Be aware of and update colleagues, as appropriate to comply with current legislation and policies affecting practice, e.g. Children's Act, National Service Frameworks, Child Protection Procedures, Health and Safety and Data Protection.

This post is subject to the current conditions of employment for Class Teachers contained in the School Teachers' Pay and Conditions Document, the 1998 School Standards and Framework Act, the required standards for Qualified Teacher Status and Class Teachers and other current legislation. This job description should be read in conjunction with, 'Clarification notes on the exercise of professional duties for all teachers, other than head teachers'.

This job description may be amended at any time following discussion between the Headteacher and member of staff and will be reviewed annually. It is not a comprehensive statement of procedures and tasks but sets out the main expectations of the school in relation to the post holder's professional responsibilities and duties.

PERSON SPECIFICATION

Teacher of Science

You will be required to have full commitment to all school policies and to safeguarding and protecting the welfare of children and young people.

Education and Training	Essential	Desirable
Qualified teacher status	✓	
Willingness to develop own expertise	✓	
Knowledge of all recent developments in your subject area		✓
Recent relevant in-service training	✓	
Experience		
Secondary school teaching	✓	
Understanding of curriculum design		✓
Involvement in extracurricular activities		✓
Abilities and aptitudes		
Clear communication skills (spoken, written and use of ICT)	✓	
Good organisational skills	✓	
Good interpersonal skills	✓	
Ability to work well as part of a team	✓	
Ability to plan and manage work effectively	✓	
Willingness to make a positive contribution to the wider life of the school	✓	
Other requirements		
Commitment to promoting our school vision and values	✓	
Commitment to the school and Local Authorities Equal Opportunities Policy and Practice	✓	
Excellent attendance and punctuality record	✓	
A commitment to ongoing personal development and willingness to undertake appropriate training	✓	

Appointment to the post is subject to a satisfactory enhanced DBS check. The post is exempt from section 4(2) of the Rehabilitation of Offenders Act 1974, as the duties give access to persons who are under the age of 18. Applicants are not entitled to withhold information about convictions, which would be regarded as spent for other purposes

Science Department

Our team

The Science Faculty is the largest subject team at Sackville. It consists of seventeen teachers, led by the Curriculum Team Leader of Science and four post holders. four technicians provide invaluable support to all colleagues. All of the staff share an enthusiasm for science, and between them have a wide range of experience and expertise.

Our facilities and resources

The department is very well resourced and housed in a suite of fourteen well-equipped laboratories, situated on two floors of the main school building. Teachers have their own laboratory each fitted with a fixed PC and interactive whiteboard.

Our Curriculum

In Key Stage Three all pupils follow a science course that closely follows the QCA scheme of work. In year 7, students are mostly taught in mixed ability groups and in year 8 broad setting is introduced. In Years 9-11 students are taught the AQA GCSE syllabus with most gaining a qualification in trilogy combined science. The most able will study the separate sciences and achieve a GCSE in biology, chemistry and physics.

The faculty also offers three A level courses: Biology, Chemistry and Physics. We also deliver a Level 3 extended certificate in Medical Science for our lower achieving learners. The number of students opting for each of these courses is very encouraging, reflecting the faculty's aim of making science as accessible to as many students as possible.

We have numerous extra curricular activities which take place including the department's own observatory where regular open evenings take place so that the public can also enjoy astronomy. In addition, we run an exciting year 7 science club and the crest awards for year 8 students. The Science faculty is a vibrant, exciting and successful place to work.

The Science Faculty is a friendly, helpful and co-operative team who are committed to delivering science education of the highest possible standard. We are also committed to safeguarding and promoting the welfare of children and young people and expect all staff to share this commitment. There will be opportunities to contribute to curriculum development as well as to cross-curricular activities such as the school's annual curriculum enhancement week.

Why Sackville?



CONTINUED PROFESSIONAL DEVELOPMENT

- We are committed to developing all of our staff
- Comprehensive programme of CPD is available to all staff
- Tailored approach to fit the individual and their own needs and ambitions
- Membership of a number of external organisations designed to aid training and development across the school



COMMUNITY

- A supportive and friendly staff group who will always go the extra mile for each other
- Weekly 'Staff tea' to bring colleagues from across the school together
- The school plays an important part in the local community, and is committed to working with local groups and charities



STAFF WELFARE

- We subscribe to the Employee Assistance Programme
- Supportive community based on support and wellbeing
- Full free access to our fitness suite



MID SUSSEX FEDERATION of SCHOOLS

- We work in close collaboration with our Federation schools including
 - Joint INSET
 - Cross federation coaching to support leaders & teachers

LOCATION

- Beautiful historic town with a positive town identity
- Easy access to London, Brighton and Tunbridge Wells
- On the doorstep of the South Downs National Park and the Surrey hills
- A few minutes from the stunning Ashdown Forest, home of Winnie the Pooh and friends.



FINANCIAL

- We offer competitive salaries at all levels
- Staff have access to the Teacher's pension or Local Government Pension Scheme
- Access to the West Sussex Choices platform with an array of discounts and savings across major brands





Sackville School

TOGETHER WE ACHIEVE

Our vision is for a **safe** and **inclusive community** which enables every student to reach their full **potential** and develop a **love of learning**, by living our **values** every day.

Our
Vision

Our
Purpose

- ✓ To ensure students develop a **lifelong love of learning**
- ✓ To provide an engaging, broad, and knowledge-rich **curriculum** through **high quality** teaching and assessment
- ✓ To ensure all students achieve their **potential** regardless of their ability, we **fight for every child**
- ✓ To plan an **ambitious** programme of professional learning for all staff, using **research** and evidence to guide their development
- ✓ To prepare students for the **world of work** and to live fulfilling adult lives as **global citizens**
- ✓ To work closely with other professionals and agencies to serve the needs of our **community**

Together
We
Achieve

Sackville
Way

Our
Values

#SWAY

- ✓ RESPECT
- ✓ KINDNESS
- ✓ PREPARED



Sackville School
on a page

CURIO **S** ITY
AM **A** MBITION
COMM **C** OMMUNITY
TEAMWOR **K**
POSITI **V** ITY
INTEGR **I** TY
RESI **L** ENCE
EXCE **L** ENCE
E QUITY



Sackville School

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