



AMBITIOUS FOR EXCELLENCE

# Keyworker – English & Maths

Information for applicants  
January 2026

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# Welcome from the CEO and Executive Headteacher Anna Robinson



As the Chief Executive Officer (CEO) and Executive Headteacher (EHT) of **MARK Education Trust**, I am proud to lead three schools in East Sussex: **Beacon Academy** in Crowborough, **Uplands Academy** in Wadhurst, and **Hailsham Academy**, an all-through 2–19 school located in Hailsham and Hellingly.

Together, we are driven by a clear mission:

***To provide the best possible education for our students, preparing them for life so they can stand equally alongside their peers locally, nationally, and globally.***

## Our Journey

I was appointed Headteacher of Beacon Academy in 2015 and became Executive Headteacher of MARK Education Trust in September 2022. Since then, the Trust has grown carefully and responsibly to include Uplands Academy in 2022 and Hailsham Academy in 2025.

During my tenure at **Beacon Academy**, we embarked on a transformational journey. In 2019, we celebrated record-breaking A-Level and GCSE results, with our Progress 8 measure making Beacon the **top-performing school in East Sussex for three consecutive years**. We also ranked **first across Sussex and within the top 1.8% of schools nationally**. Beacon's results continue to reflect academic excellence. Our sixth form students consistently achieve highly, with the vast majority of students securing their first-choice destinations - whether that be university, apprenticeship, or employment.

In 2024, following a rigorous Ofsted inspection, Beacon Academy was judged to be **Outstanding** in all categories.

In September 2022, we welcomed **Uplands Academy** (formerly Uplands Community College) into MARK Education Trust. Located in Wadhurst, East Sussex, Uplands is a good school with vast potential, driven by an inspiring student body and a dedicated team of staff. We are proud of the excellent relationships that have developed between staff and students, underpinned by high expectations and a relentless commitment to ensuring that the focus is on each child as an individual.

Our collective drive and ambition for continuous improvement was recognised and validated in January 2025, when Ofsted confirmed that Uplands is a **Good** school in all categories.

*Continued overleaf...*

## About MARK Education Trust

Together, we make a strong, unified team focused on delivering whole school improvement. Centralised business services support our schools to develop and sustain excellence in every classroom. Our schools remain oversubscribed across year groups - a testament to the dedication and impact of our highly skilled and experienced staff.

Guided by our values, we are growing responsibly and with care. Our growth strategy is implemented thoughtfully to ensure that each of our schools retains its unique identity while remaining connected by our shared vision and continuously striving for excellence through collaboration.

In September 2025, we welcomed Hailsham Community College - now **Hailsham Academy** - into the trust. I spent 16 years at Hailsham, beginning as a PE and English teacher and progressing to Head of School, before moving to Beacon, so Hailsham joining our trust also marks a personally significant milestone in my career. As an all-through 2-19 school, Hailsham Academy strengthens our commitment to inclusive, high-quality education.

### Join Us

If you share our ambition, values, and belief in the potential of every child, I warmly encourage you to consider joining Beacon Academy. You will be part of an exceptional team within both a thriving school and a growing trust, united in our determination to provide the very best education for all of our young people.

To find out more about who we are and what we stand for, we invite you to visit our [MARK Education Trust website](#).



**Anna Robinson**  
CEO and Executive Headteacher

# Welcome to Beacon Academy

## A message from Headteacher

### Keith Slattery



Thank you for your interest in joining Beacon Academy. I have worked at Beacon for over 20 years and was proud to be appointed Headteacher in 2023. It is a privilege to serve this community and to lead the school on its continuing journey of excellence. In 2024, we were judged **Outstanding in all areas by Ofsted** - recognition of the dedication, professionalism and ambition of our staff and the achievements of our students.

Beacon Academy is a split-site, semi-rural, mixed 11–18 academy with 1,664 students, including over 320 in our thriving Sixth Form. Situated in Crowborough, on the edge of the Ashdown Forest and within easy reach of Tunbridge Wells, Brighton, Eastbourne and the south coast, we are an oversubscribed school with a diverse, non-selective intake from more than 10 primary schools and beyond.

Our Sixth Form, located on its own dedicated campus just minutes from our main site, attracts not only our own students but also those from local and international schools. We are proud that the vast majority of our students go on to secure places at their first-choice university, apprenticeship or employment.

At Beacon, we are uncompromising in our ambition for every student. We deliver a broad, knowledge-rich curriculum within a calm, safe and purposeful environment. Our culture is built on unapologetically high standards, a relentless focus on teaching and learning, and exceptional pastoral support. Alongside academic excellence, we place equal emphasis on developing happy, responsible and well-rounded young people – equipping them with the knowledge, character and confidence to thrive in life beyond school. This is achieved through our outstanding support networks, high expectations and a wide range of enrichment opportunities.

As part of MARK Education Trust, together with Uplands Academy and Hailsham Academy, we are motivated, ambitious, resourceful and knowledgeable. Our collaboration ensures that we remain outward-facing, innovative and committed to our shared vision of providing the very best education for every child.

If you share our values and our drive to inspire, challenge and support students to achieve their very best, I warmly invite you to consider joining our exceptional team.



.....y  
Headteacher

# Teachers' Professional Development





## Why join our school and trust?

*"There is a strong sense of working together, with staff frequently going the extra mile for their pupils. Staff are proud to work at Beacon. They value the trust that leaders place in them. Staff at all levels feel very well supported, including teachers in the early stages of their careers. They value the careful consideration that leaders always give to their well-being and workload."* OFSTED

## What We Offer

### Professional Growth

- High-quality CPD
- Leadership development pathways
- Internal promotion pathways
- Access to trust-wide and external training networks and opportunities
- Recognition for excellence

### Staff Wellbeing

- Flexible working
- Mental health and wellbeing programmes
- Opportunities to share your views through staff surveys and forums
- Staff recognition initiatives

### Staff Benefits

- Benchmarked salary scales
- Generous annual leave entitlement
- Local Government Pension Scheme/Teacher's Pension Scheme
- Pay Policy

- Care First
- Paid sick leave for teaching staff and after 1 year's service for support staff
- Free on-site parking
- Blue Light Card

## Our Location and Community

Crowborough is the second largest inland town in East Sussex and the highest town in the High Weald Area of Outstanding Natural Beauty. It sits on the very edge of the Ashdown Forest which offers wonderful opportunities to explore.

Crowborough is an excellent town with plenty of things to do for families together with good transport connections to the south coast, Royal Tunbridge Wells and London.



# Job Description

<b>JOB TITLE</b>	Keyworker – English & Maths
<b>PAY SCALE</b>	Single Status Pay Scale Grade 8, Points 20-22
<b>JOB PURPOSE</b>	To contribute to a wide range of teaching and learning activities, and to assist and support the work of class teachers. To work within the statutory frameworks relevant to the role.
<b>ACCOUNTABLE TO</b>	SENDCo

## Main Duties and Responsibilities:

- To support and lead pupils' learning and to contribute effectively and with confidence to the classes in which you are supporting or groups you are leading in
- To be familiar with the school curriculum, the age-related expectations of pupils, the main teaching methods and the testing/examination frameworks in the subjects and age ranges in which you are involved
- To understand the aims, content, teaching strategies and outcomes for lessons in which you are supporting or leading in and the place of these in the related teaching programme
- To use IT to advance pupils' learning, and use common IT tools for personal and pupils' benefit
- To adopt a range of strategies, in line with the schools' policy and procedures, including individual tutoring, to establish a purposeful learning environment and to promote good behaviour
- To demonstrate and promote the positive values, attitudes and behaviour you expect from the pupils you work with
- To monitor pupils' participation and progress, providing feedback to teachers, appropriate Heads of Department and Key Stage 4 Progress and Attainment Manager and giving constructive support to pupils as they learn
- To have high expectations of all pupils; respect their social, cultural, linguistic, religious and ethnic backgrounds, and be committed to raising their educational achievement
- To use clearly structured teaching and learning activities, to interest and motivate pupils and advance their learning
- To build and maintain successful relationships with pupils, treat them consistently, with respect and consideration, and be concerned for their development as learners
- To work collaboratively with colleagues, knowing when to seek help and advice
- To contribute effectively to teachers' planning and preparation of lessons
- Working within a framework set by the teacher and appropriate Heads of Department, to plan your role in lessons including how to provide feedback to pupils and colleagues on pupils' learning and behaviour
- To contribute effectively to the selection and preparation of teaching resources that meet the diversity of pupils' needs and interests

# Job Description continued

- To contribute to the planning of opportunities for pupils to learn in out-of-school contexts, in accordance with school policies and procedures
- To monitor pupils' responses to learning tasks and modify your approach accordingly and evaluate pupils' progress through a range of assessment activities
- To contribute to maintaining and analysing records of pupils' progress
- To promote and support the inclusion of all pupils in the learning activities in which they are involved
- To advance pupils' learning in a range of classroom settings, including working with individuals, small groups and whole classes where the assigned teacher is not present
- Where relevant, to guide the work of other adults supporting teaching and learning in the classroom
- To recognise and respond effectively to equal opportunities issues as they arise, including by challenging stereotyped views, and by challenging bullying or harassment, following relevant policies and procedures
- To organise and manage safely the learning activities, the physical teaching space and resources for which responsibility has been assigned
- To liaise sensitively and effectively with parents and carers, recognising their roles in pupils' learning
- To improve own practice, including through observation, evaluation and discussion with colleagues

## General Support:

- Report student and Academy issues in line with the Academy's policies for health and safety, child protection, behaviour management etc
- Attend meetings and training sessions as required
- Be aware of and act in line with Academy policies and procedures as outlined in the Staff Handbook
- Be involved in extracurricular activities, e.g. open days, presentation evenings as required
- To handle all confidential correspondence and matters with discretion at all times

## Performance Management

- Participating in the Academy's arrangements for performance management, professional development and the Academy's arrangements for quality assurance and internal verification
- Attend relevant CPD opportunities

## Safeguarding

- MARK Education Trust is committed to safeguarding and promoting the welfare of children and young people. We expect all staff to share this commitment and to undergo appropriate checks, including enhanced DBS checks.

*This job description sets out the duties of the post at the time it was drawn up. The post holder may be required from time to time to undertake other duties within the Academy as may be reasonably expected, without changing the general character of the duties or the level of responsibility entailed. This is a common occurrence and would not justify a reconsideration of the grading of the post.*

# Person Specification

ESSENTIAL	DESIRABLE
<b>Qualifications and knowledge</b> <ul style="list-style-type: none"> <li>GCSE Maths and English at Grade C (or equivalent) or above</li> <li>Awareness of safeguarding procedures</li> </ul>	<b>Qualifications and knowledge</b> <ul style="list-style-type: none"> <li>Knowledge of KS3 and KS4 English and Maths curriculum expectations</li> <li>Understanding of strategies to support pupils with barriers to learning</li> </ul>
<b>Experience</b> <ul style="list-style-type: none"> <li>Working with young people in an educational setting or similar</li> <li>Supporting young people individually or in small groups</li> </ul>	<b>Experience</b> <ul style="list-style-type: none"> <li>Delivering Maths or English interventions at KS3 or 4</li> <li>Working within a secondary school</li> <li>Liaising with teachers and support staff</li> </ul>
<b>Philosophy</b> <ul style="list-style-type: none"> <li>Working collaboratively with other team members</li> <li>Equality of opportunity</li> <li>The responsibility of contributing to whole team effort</li> </ul>	<b>Philosophy</b> <ul style="list-style-type: none"> <li>An understanding of Academy status</li> </ul>
<b>Skills</b> <ul style="list-style-type: none"> <li>Ability to plan, monitor, evaluate and review</li> <li>Ability to motivate and engage with students</li> <li>Ability to tailor support to individual needs</li> <li>Proven IT skills</li> <li>Excellent written and oral skills</li> <li>Proven team player</li> <li>Excellent communication skills</li> <li>Ability to relate to people at all levels</li> </ul>	
<b>Personal Qualities</b> <ul style="list-style-type: none"> <li>Be caring and understanding</li> <li>Confident and resilient</li> <li>Reliable, professional and committed to high standards</li> <li>A genuine passion for support young people</li> </ul>	<p>We will also look for evidence of personal qualities such as vision, a team player, initiative, solution focussed, energy, self-motivation and a sense of humour!</p>



## A centre of excellence

Our high expectations and inclusive culture ensure that all students are inspired, challenged and supported to make excellent progress.

Judged by Ofsted to be *Outstanding* in all five inspection categories.

April 2024

## Staff Testimonials

Beacon Academy is a friendly, supportive and inclusive place to work. The staff here show a positive commitment to the students who attend Beacon Academy and also to each other in the roles we do. Each member of the team is made to feel as though they fit in at Beacon Academy, with opportunities given to progress in their professional development and in remits they wish to pursue.

I recommend this school to anyone who wishes to work in an open and inclusive environment and who really values their time as a teacher. It will not be wasted at this outstanding school with high values and dedication to the profession.

### Teacher of English



Joining Beacon Academy back in September was and will always be a focal point of my career. I have found our colleagues here at Team Beacon to be extremely kind and welcoming which in turn has helped me to feel comfortable and safe here in my new role. I feel like no question is a silly question and I am genuinely valued for my contributions to the community. It is an honour to work here. People are kind to students and students are often kind in return. It is a feeling here like no other and I feel privileged to be a part of this fantastic school.

ECT – Teacher of History

Beacon Academy is like one big family, all staff are supportive not only to the students but also to all of their colleagues whether they be teaching or support staff. The Trust encourages and supports staff in continuing their own educational studies which improves the knowledge of individuals and their departments.

### Support Staff

# How to Apply

Once again, thank you for your interest in the post of Keyworker - English & Maths.

Please note that applications will be considered as they are received and you are therefore advised to submit your application as early as possible, as some interviews may take place, and an appointment may be made, before the closing date is reached for this position.

If, like us, you are passionate about providing the best possible education for all students in an outstanding school with a culture of high expectations and ambition, please ensure you:

1. Complete the statutory application form. Applications for this post should be made through [My New Term](#)
2. Provide Information to support your application, paying particular attention to the Person Specification. Please include any achievement data that is applicable to the role you are applying for.
3. Provide two references, one of whom must be the Headteacher from your current school or most recent significant employer.

The Academy recognises that, in order to achieve these aims, it is of fundamental importance to attract, recruit and retain staff of the highest calibre who share this commitment. Please refer to our Recruitment & Selection Policy which supports our statutory obligation to comply with Keeping Children Safe in Education 2025.

If you wish to arrange a visit or have an opportunity to discuss this post informally, please contact our HR department on:

01892 603000, or email [hr@beacon-academy.org](mailto:hr@beacon-academy.org)



# Our Values:

How will **you**  
make your **MARK?**

👍 **Manners**

🤝 **Acceptance**

🤝 **Respect**

❤️ **Kindness**



How will **you**  
make your **MARK?**

👍 **Motivated**

💬 **Articulate**

💪 **Resilient**

🧠 **Knowledgeable**

