



 **HAILSHAM  
ACADEMY**  
AMBITIOUS FOR EXCELLENCE  
SECONDARY PHASE

# Head of Key Stage (Science)

Information for applicants  
January 2026

 **MARK**  
Education  
Trust

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## **Hailsham Academy Secondary Phase**

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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 in Hailsham. 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.**

We were delighted to welcome **Hailsham Community College** into **MARK Education Trust** in **September 2025**. Now known as **Hailsham Academy**, the school encompasses both the primary and secondary phases and strengthens our commitment to inclusive, high-quality education.

Having begun my teaching career at Hailsham Community College in 1996, which ultimately led to my role as Head of School before my appointment to the same position at Beacon Academy in 2012, I am especially proud to see Hailsham join the trust. Since I began working with the school again in an advisory capacity in 2023, I have greatly enjoyed reconnecting with a school so close to my heart and building strong relationships with its leadership team and wider school community.

## **Our Journey**

I was appointed Headteacher of Beacon Academy in 2015 and became Executive Headteacher of MARK Education Trust in September 2022.

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.

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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.

### 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 trust's schools remain oversubscribed across year groups - a testament to our committed team's dedication to our mission.

Guided by our [MARK Education Trust 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 connected by our shared vision and continuously striving for excellence through collaboration.

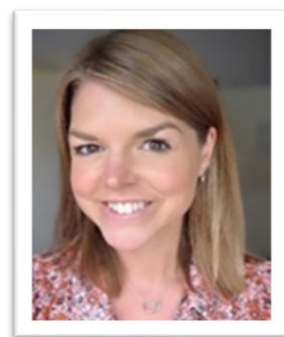
### Join Us

As we look to the future, we are excited to grow our community responsibly and drive our shared vision forward. We warmly invite you to find out more about who we are and what we stand for by visiting our [MARK Education Trust website](#).



**Anna Robinson**  
CEO and Executive Headteacher

# Welcome to Hailsham Academy from the Headteacher **Natalie Chamberlain**



Hailsham Academy is a split site, all through school serving 1,500 students in the secondary phase and approximately 420 students in the primary phase. We are situated close to Eastbourne and the south coast, just minutes from a National Park and Areas of Outstanding Natural Beauty. Our staff travel to Hailsham from a variety of locations within the southeast, including Brighton, Uckfield, Seaford, Eastbourne, Bexhill and Tunbridge Wells.

In the early part of 2018, whilst under Hailsham Community College Academy Trust, we were approached by the Local Authority to provide a new Primary and Pre-school provision within the town. In September 2019 we opened a brand-new school approximately a mile from the Secondary site, thus extending the designation of the Trust to a 2-19 all-through school.

Since our last Ofsted inspection in March 2023, there have been some important changes that have taken place across the secondary phase of the school, including changes to our leadership structure, a revised pastoral structure to ensure we are providing effective support to our students, and a renewed focus on the quality of education and curriculum implementation.

We are proud and delighted to have joined MARK Education Trust in September 2025. Like our partner schools, we are proud to retain our unique identity while benefiting from the collective strength and collaboration of the trust.

Being part of MARK Education Trust brings many advantages for our school community. It enables us to share best practice, build on excellent teaching and learning, and provide even greater support for our students. The partnership allows us to strengthen our leadership capacity, create efficiencies, and further enhance the quality of education across our academy.

## **Vision, culture and expectations**

Our vision is to provide the best possible education for all of our students and to be an exceptional and high-performing school, locally and nationally. We do this by relentlessly sustaining our culture that is highly aspirational and ambitious for excellence in all we do.

Our strategy for the future is rightly ambitious. We are uncompromising in our ambition, pursuing excellence at every level. We have a rigorous focus on consistent improvement and work meticulously to secure our culture of unapologetically high standards. Underpinning this is our shared belief in, and ambition for, the students of Hailsham Academy, and the experienced, loyal, highly skilled and highly effective team of staff who teach them.

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We ensure that teaching and learning inspires and challenges every student, enabling all to make excellent progress, regardless of their starting point. We offer a broad, knowledge rich curriculum within our disciplined standards agenda. Our environment is consistently calm, safe and orderly, enabling teachers to teach and students to learn.

We know that choosing a place to work in is one of the most important decisions you will make for yourself and your family, so we thank you for your interest in our Academy and hope the pack enables you to understand a little more about who we are and what we stand for as a school within MARK Education Trust.

We encourage you to visit us during this exciting new phase for our school.



**Natalie Chamberlain**  
**Headteacher - Secondary Phase**





**Why join our school and trust?**

*At Hailsham Academy, you will be part of a vibrant community dedicated to providing the best education for every student. Our staff work collaboratively, with high expectations and a culture of continuous improvement.*

## 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 Benefits

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

### Staff Wellbeing

- Flexible working
- Mental health and wellbeing programmes
- Opportunities to share your views through staff surveys and forums
- Cycle to Work scheme

## Our Location and Community

Hailsham is a thriving and well-connected market town in the heart of East Sussex, with excellent transport links to London, Eastbourne and Brighton, and a strong sense of community.

The nearby South Downs and Sussex coastline provide fantastic opportunities for outdoor activities and relaxation.



# Department Information

The Science Department is a well-resourced and collaborative team committed to delivering high-quality teaching and learning across all key stages. Staff work closely together to create engaging, practical and challenging lessons that inspire curiosity and a love of science. The department ensures lessons are inclusive, well-paced and ambitious for all learners. With a strong focus on professional development, the Science team plays a central role in the academic success of our students.

<b>Departmental Teaching Structure</b>	<b>Head of Department:</b> Mr G Dann  <b>Teachers:</b> Miss S Jones Miss C Gilbert Mr D Harris Mr C Jackson Mrs S Matate Mr G Morgans Miss S Puttock Mrs C Thomas Mr L Thomas
<b>Curriculum</b>	At KS3 we have developed a practical approach to learning based on developing enquiring minds that question the world around them and have the skill set needed to do well at KS4. We follow AQA GCSE Science with the majority taking Combined Science and our more able tackling the Triple course. Our schemes have a spiral nature revisiting key concepts throughout the course.
<b>2025 Results KS4</b>	2025 saw a significant increase in our results with 40.9% of students achieving a 4+ in Combined Science. This was due to the continued hard work and consistency of the team in raising aspirations in Science, and although we know we have a way to go, we are excited with the progression so far.  Our Triple students did amazingly with headlines of 37.9% 7+ in Biology, 24.1% 7+ in Physics and 17.2% 7+ in Chemistry. We hope to improve upon this again in 2026.
<b>Facilities &amp; Resources</b>	We have 8 well-equipped labs, with plans for further improvement in the dedicated Science block planned. We are blessed with 3 very experienced technicians, one for each of the disciplines, and some great resources which are embedded into our schemes of work. Students complete weekly homework tasks on the Educake platform, and we encourage continuous revision of the key knowledge from the outset to enable them to recall the concepts needed.



# Job Description

<b>JOB TITLE</b>	Head of Key Stage
<b>JOB PURPOSE</b>	To ensure that the negotiated aims and objectives of the department (which reflect those of the Academy) are achieved by enabling staff to deliver the curriculum effectively.
<b>ACCOUNTABLE TO</b>	Head of Department
<b>ACCOUNTABLE FOR</b>	All staff who teach and provide support within the Key Stage area
KEY ACCOUNTABILITIES	KEY TASKS
<b>THE LEADERSHIP OF POLICY</b> Involved in the review, development and presentation of Academy and government aims, policies and objectives. To develop supportive relationships within the Academy and the community.	<b>To:</b> <ol style="list-style-type: none"> <li>To take part in implementing the above in the department.</li> <li>Lead, co-ordinate and evaluate the work in Key Stage 3 or 4 in relation to the teaching of Science at Hailsham.</li> <li>To take responsibility for the development of the curriculum, schemes of work, assessment and lesson planning in Key Stage 3 or 4.</li> <li>Ensure that the Department environment and ethos is understood by all and underpins and enhances students' learning and rewards students' achievements.</li> <li>Undertake all precautions to safeguard the health and safety of students and staff at all times within the subject area.</li> </ol>
<b>THE LEADERSHIP OF LEARNING</b> Accountable for the quality of learning offered to the students.	<b>To:</b> <ol style="list-style-type: none"> <li>Generate, disseminate, discuss, implement and evaluate curriculum for the Key Stage 3 or 4 area.</li> <li>Review students' work across the age and ranges or attainment.</li> <li>Monitor and evaluate the work of the Science team in Key Stage 3 or 4 in relation to the teaching of Science including marking and feedback audits and reviewing the impact of teaching and student progress.</li> <li>Monitor, track and analyse relevant data to make judgments to ensure progress of all students.</li> <li>Lead the development and implementation of scientific literacy at KS3 or 4.</li> </ol>
<b>THE LEADERSHIP OF PEOPLE</b> Accountable for the effective leadership and co-ordination of those teaching in the key stages.	<b>To:</b> <ol style="list-style-type: none"> <li>Create, maintain and enhance effective relationships and provide support as necessary.</li> <li>Ensure the curriculum is effectively planned and delivered and feedback is impactful.</li> <li>Ensure cover work is produced when necessary for members of the team.</li> </ol>

# Job Description Continued...

<p><b>THE LEADERSHIP OF RESOURCES</b> Accountable for the allocation and monitoring of material resources within the key stages.</p>	<p><b>To:</b></p> <ul style="list-style-type: none"> <li>a) Liaise with the Head of Science to manage efficiently and cost-effectively the resources available to the Department and set up systems to ensure good stock maintenance.</li> <li>b) Ensure resources are used to create and maintain an effective, safe learning environment</li> <li>c) Ensure resources are printed as necessary</li> <li>d) Monitor and evaluate the use of the physical environment</li> <li>e) Monitor and make the Head of Science aware of Health and Safety issues.</li> </ul>
<p><b>THE LEADERSHIP OF COMMUNICATIONS</b> Communication between specific subject area and subject Director of Learning</p>	<p><b>To:</b></p> <ul style="list-style-type: none"> <li>a) Provide information to the Head of Science on Key Stage success and areas for development</li> <li>b) Advise the Head of Science on relevant Inset needs and other opportunities</li> <li>c) Keep abreast with developments in the key stage area</li> <li>d) Attend relevant courses and disseminate the information to the Department</li> <li>e) Ensure the Department handbook communicates the correct information linked to the key stage area</li> <li>f) Work with the Head of Science to maintain a high profile of the Department within the Academy and community</li> </ul>

## As Head of Key Stage, the additional responsibilities will apply:

- Manage and refine CKA question papers, revision materials/resources and mark schemes for KS3 or 4 curriculum including risk assessments. Please note this includes the 'bridging' year (9).
- Manage and refine end of unit test papers and mark schemes.
- Analyse KS3 or 4 tracking and mock data and make appropriate changes to curriculum and sets.
- Raise attainment and progress at KS3 or 4 including delivery of interventions and staff CPD.
- Manage KS3 or 4 tracker.
- Monitor and quality assure KS3 or 4 homework.
- Lead initiatives to promote Science and increase students' motivation and enthusiasm for science.
- Oversee KS3 or 4 homework including promoting Seneca engagement and catch up for disengaged.
- Manage KS3 or 4 calendar including highlighting key dates to staff.
- Quality assure KS3 or 4 exercise books, assessment folders and lessons.
- Work with the technicians to ensure that practical requirements for KS3 or 4 are met.
- Contribute to Science Improvement Plan.
- Contribute to open morning planning and preparation as directed.
- Oversee choices regarding tier of entry including providing guidance to staff and students.
- Deputise for Head of Department (relevant to a Head of KS4 role).
- Run STEM club (relevant to a Head of KS3 role)

# Person Specification

ESSENTIAL	DESIRABLE
<b>Qualifications</b> <ul style="list-style-type: none"> <li>Graduate &amp; Qualified teacher</li> <li>Strong academic background</li> </ul>	<b>Qualifications</b> <ul style="list-style-type: none"> <li>Evidence of commitment to professional development</li> </ul>
<b>Experience</b> <ul style="list-style-type: none"> <li>Secondary teaching experience or practice across both Key Stage 3 and 4</li> <li>An excellent practitioner with the drive and ambition to develop further</li> <li>Excellent knowledge of assessment strategies and their effective implementation</li> </ul>	<b>Experience</b> <ul style="list-style-type: none"> <li>Teaching students across prior attainment bands in a large comprehensive school</li> <li>Experience of working in an impact led data driven culture</li> <li>Experience of teaching the most able at Key Stage 4 and 5</li> <li>Experience of utilising both Apple and Microsoft programs to develop engaging lessons</li> </ul>
<b>Philosophy</b> <i>Commitment to:</i> <ul style="list-style-type: none"> <li>The principle that 'The children come first'</li> <li>Working collaboratively with other team members to develop pedagogy</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> <li>Consistently good teaching with examples of developing outstanding practise.</li> <li>An understanding of Science as part of the whole curriculum</li> </ul>
<b>Skills</b> <i>You will need to:</i> <ul style="list-style-type: none"> <li>Be an effective teacher</li> <li>Be an effective communicator</li> <li>Have strong IT skills (with a commitment to develop further)</li> </ul>	
<b>Personal Qualities</b> We will look for evidence of personal qualities such as vision, a team player, initiative, solution focussed, energy, self-motivation, resilience and a sense of humour!	

Teachers are also accountable for promoting a positive image of the value of education within the student body of the Academy and in the wider community. Other whole Academy responsibilities include tutoring, or a commitment to the Academy pastoral system, attendance at INSET and other reasonable duties as directed by the Headteacher.

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 school 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.

# How to Apply

Once again, thank you for your interest in the post of Head of Key Stage.

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 and Disclosure Policy and Procedures which supports our statutory obligation to comply with Keeping Children Safe in Education 2024.

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

01323 841468, or email [job.vacancies@hccat.net](mailto:job.vacancies@hccat.net)



# Our Values

## Making Our **MARK**

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

 **Manners**

 **Acceptance**

 **Respect**

 **Kindness**



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

 **Motivated**

 **Articulate**

 **Resilient**

 **Knowledgeable**



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Education  
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**BEACON**  
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**HAILSHAM**  
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**UPLANDS**  
ACADEMY

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