



 **HAILSHAM
ACADEMY**
AMBITIOUS FOR EXCELLENCE
PRIMARY PHASE

Midday Supervisory Assistant (MDSA)

Information for applicants
September 2026

 **MARK**
Education
Trust

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Hailsham Academy Primary Phase

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Welcome from the Executive Headteacher and CEO

Anna Robinson



As the Executive Headteacher (EHT) and Chief Executive Officer (CEO) 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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Welcome from the Executive Headteacher and CEO

Anna Robinson *continued*

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
Executive Headteacher and CEO

Welcome to our **Primary Phase** from the Headteacher **Tom Redman**



Hailsham Academy is a split site, all through school serving 1,500 pupils in the secondary phase and approximately 420 pupils 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.

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 pupils of Hailsham Academy, and the experienced, loyal, highly skilled and highly effective team of staff who teach them.

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As Headteacher of the Primary Phase, I am immensely proud of the thriving community we have built since opening in 2019. Our vision is to provide the very best possible start to every child's educational journey, ensuring that they leave our phase confident, curious, and ready to excel in the next stage of their learning. We place great importance on nurturing the whole child, balancing high academic ambition with a strong focus on personal development, wellbeing and character education.

Our Primary Phase is housed in a purpose-built school, and the building and facilities provide a state-of-the-art environment where children can flourish. From spacious, well-resourced classrooms to dedicated outdoor learning areas, our facilities have been designed to inspire curiosity, creativity and a love of learning from the very start of a child's journey with us.

Our dedicated team of staff are passionate about delivering a rich, ambitious and knowledge-led curriculum that is carefully sequenced to inspire a life-long love of learning and to enable all pupils, regardless of their starting point, to make excellent progress. Reading is at the heart of our curriculum, and we are relentless in developing confident, fluent readers who develop a life-long love of books.

We are equally proud of our vibrant wider curriculum, which includes opportunities for creativity, physical development, outdoor learning, and enrichment experiences that broaden horizons. Our close links with the secondary phase allow us to benefit from shared expertise, specialist teaching, and strong transition arrangements, ensuring that our children move seamlessly through their all-through school journey.

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.



Tom Redman
Headteacher - Primary Phase

Why work for MARK Education Trust

At MARK Education Trust, our staff are at the heart of everything we do. We are committed to creating a supportive, ambitious and people-centred environment where every colleague feels valued and able to thrive. As part of our dedication to staff wellbeing, professional development and work-life balance, we offer a comprehensive range of employee benefits.

Flexible Working

We offer a flexible working approach wherever possible, supporting colleagues to balance professional responsibilities with personal commitments.

Staff Recognition

We celebrate the contributions and achievements of our staff through trust-wide and school level recognition initiatives.

Pension Schemes

All staff are eligible to join:

- Local Government Pension Scheme (support staff)
- Teachers' Pension Scheme (teaching staff)

Generous Annual Leave

Support staff benefit from a generous holiday entitlement.

Wellbeing Support

All colleagues have access to our Employee Assistance Programme, which includes:

- Free, confidential telephone support
- Face-to-face counselling
- Wellbeing resources and guidance

Staff Voice

We actively seek and value feedback through regular staff surveys and staff forums, to help shape trust policy.

Discounts and Perks

- Eligibility for the Blue Light Card, offering a wide range of national and local discounts.
- Discounted gym membership and exercise classes at Uplands Academy.
- Free parking on site or within close proximity at all trust schools.

Join Our Team

At MARK Education Trust, you will be part of a collaborative, forward-thinking community that is motivated, ambitious, resourceful and knowledgeable - united in supporting the success and wellbeing of our students.



Our Employee Benefits:

- Flexible Working
- Staff Recognition
- Pension Schemes
- Generous Annual Leave
- Wellbeing Support
- Staff Voice
- Discounts
- Free on-site parking

Job Description

Job Title:	Midday Supervising Assistant (MDSA)
Line Managed by:	Headteacher
Salary:	Single Status Grade 2 Point 4

Main Duties

- To supervise pupils at lunchtime whether indoors or outside in accordance with the instructions of a member of the Academy's Senior Leadership Team or Senior Mid-day Supervisory Assistant.
- To provide positive and firm control by implementing the school discipline/behaviour policy. To encourage play activities.
- To deal with cases of unruly or unsocial behaviour by pupils where appropriate or report the incident to a member of the school's senior leadership team.
- To mop up and wipe spillage from the floor surfaces or meal tables and ensure that the dining area is left in a tidy condition.
- To ensure that any injury or sickness of pupils is reported immediately to a First Aider. (Where appropriate, administer basic first aid and record all details in the first aid book.) To clean up after sickness of children.
- To check that no pupil remains in outside areas or the lunch hall when afternoon lessons are about to begin.
- To safeguard pupils' well-being by following relevant statutory guidance along with the Academy's policies and practice.
- To have proper and professional regard for the ethos, policies and practices of the Academy

Safeguarding

Hailsham Academy 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 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.

Person Specification

	Essential	Desirable
Qualifications and Knowledge	• Knowledge of Health & Safety requirements in a school environment.	• NVQ Level 2 for Teaching Assistants or equivalent • Knowledge of the school's behaviour management policy.
Experience and skills	• Experience of establishing positive relationships with children. • Experience of working as a Midday Supervisory Assistant or other work involving children. • Ability to use language and other communication skills that children can relate to. • Ability to demonstrate active listening skills. • Ability to empathise with the needs of children. • Ability to work within and apply all school policies e.g., Child Protection and Safeguarding Policy, Behaviour management, Health and Safety and Equal Opportunities. • Ability to work effectively with colleagues.	
Personal Qualities	• Willingness to participate in further training and developmental opportunities offered by the Academy, to further knowledge • Willingness to maintain confidentiality on all school matters	

How to Apply

Once again, thank you for your interest in the post of Midday Supervisory Assistant (MDSA).

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 Policy which supports our statutory obligation to comply with Keeping Children Safe in Education 2026.

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



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**

