

HURTWOOD HOUSE CHINA

HD QINGDAO SCHOOL

HD QINGDAO SCHOOL

CLASS TEACHER (EARLY YEARS), PRIMARY

APPOINTMENT FOR AUGUST 2018



HURTWOOD HOUSE
CHINA

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1. HURTWOOD HOUSE CHINA

1.1 Our Vision and Story

The first of the schools operated by Hurtwood House China, (known locally as HD Schools), opened in August 2014 in the city of Ningbo. We now have schools in Shanghai and Beijing, with a new Qingdao campus set to open in August 2018. Our story will not stop here. Our existing schools will continue to grow rapidly, and plans are already afoot to open new schools in other Chinese cities.

The development of Hurtwood House China is an extension of Hurtwood House UK's commitment to quality and to its spirit of ingenuity, which has seen the School break new ground educationally for well over half a century. Amongst international brand transfers, Hurtwood House China is a pioneer. We were the first UK brand to introduce a dual immersion curriculum, enabling Chinese passport holders to benefit from our unique educational offering. We are leading the way in what we believe to be one of the most exciting educational projects of our time – namely the education of Chinese nationals, in a Chinese context, but with a bilingual-bicultural vision.

Through our bilingual-bicultural approach, we aim to nurture global Chinese citizens – individuals who retain a profound respect and knowledge of their own culture and language, while also acquiring the linguistic skills, awareness and qualifications to be successful in an increasingly globalised environment.

Underpinning this aim is our motto – Education Creates Character. We are respectful of the need for academic rigour, but also recognise that education is broader than this: it is about individual students and their enjoyment of school; it is about creating an environment where creatively is fostered, collaboration is encouraged, and critical thinking nurtured; it is about providing opportunities for students to develop new skills and interests outside the core academic curriculum. We firmly believe that a broad, balanced, and caring approach is required for education to succeed in creating character.



1.2 Our Founding School -Hurtwood House UK

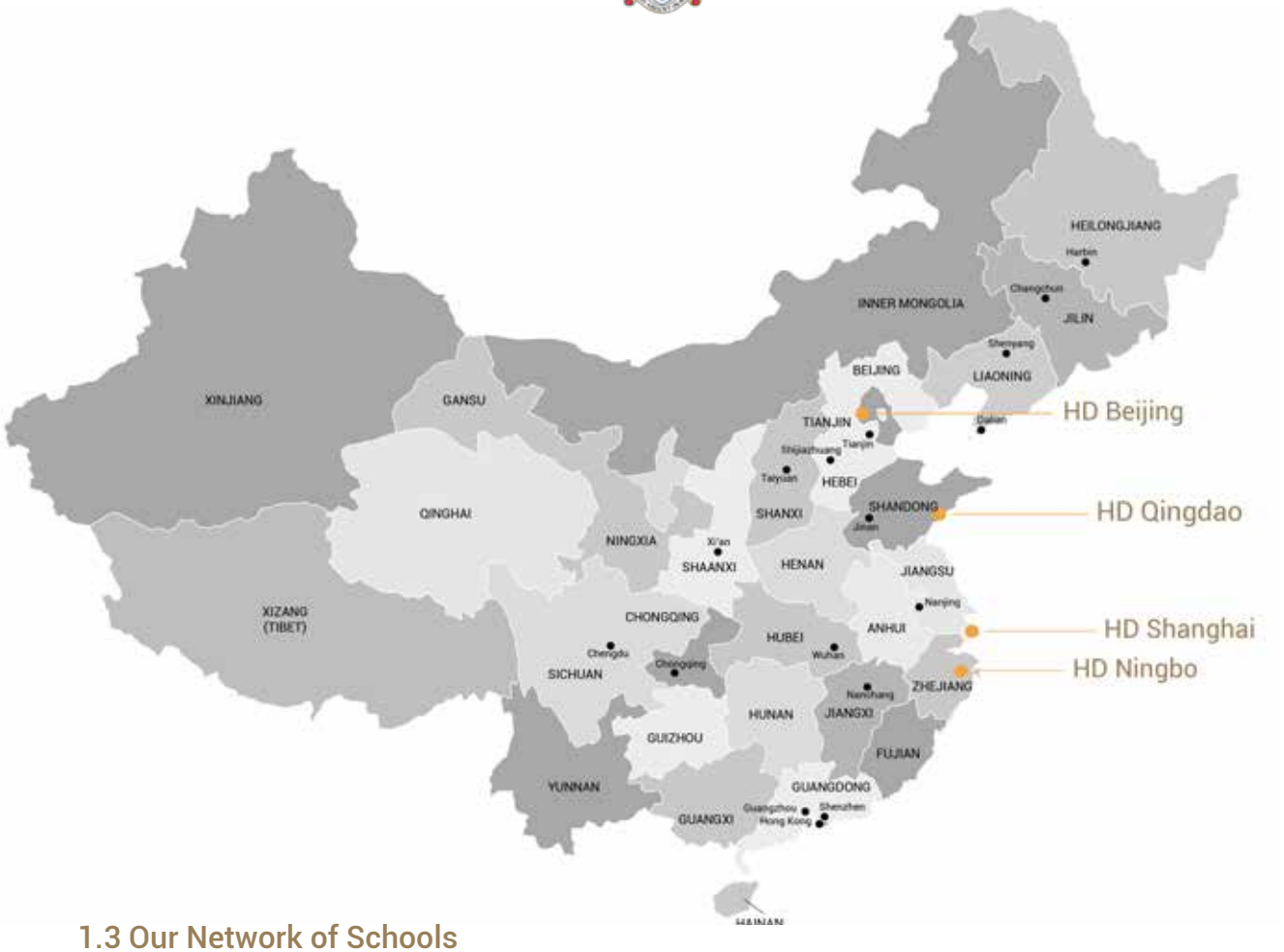
Set on a beautiful two-hundred acre site in the Surrey Hills, Hurtwood House is one of the UK's leading independent, co-educational boarding schools. The School is driven by a passion for creativity and by a respect for academic rigour, offering its students a truly holistic learning experience that prepares them for university and life beyond.

Hurtwood House has an outstanding academic track record. For the last two decades, the A-level results have put Hurtwood House 'among the cream of the country's best schools' (Financial Times), consistently appearing at the top of the league table for co-educational boarding schools, well ahead of many of its most illustrious rivals. With over twenty subjects offered at A-Level, students benefit from a broad and balanced curriculum. The range of subjects available stands as testament to the importance Hurtwood places on empowering individual students in their decision making and learning.

Students at Hurtwood achieve more than just excellent academic results. The School's commitment to providing an all-round education ensures that they leave equipped with the skills, interests and confidence to succeed at university and beyond. Hurtwood, for instance, is a centre of excellence for the performing and creative arts, providing unrivalled opportunities for aspiring fashion designers, artists, composers, actors, singers and filmmaker.

Alongside Hurtwood's academic results, the achievements of its alumni illustrate the strength of the School's holistic curriculum. For example, the Hollywood actress Emily Blunt and the composer Hans Zimmer are just two of many former students who have gone on to reach the top of their field.

The link with Hurtwood House permeates the HD Schools at all levels – from governance and management to classroom practice, extra-curricular vision and the staff appointment process.



1.3 Our Network of Schools

HD Ningbo

After its high-profile launch in 2014, HD Ningbo School has quickly established itself as the City's leading bilingual school. The School is located in the Yinzhou district of Ningbo, a high-end residential and commercial area only thirty minutes from the city centre. As of this academic year, HD Ningbo has classes open in each year group, with its first group of students due to sit their A Level examinations. At capacity the School will accommodate 2000 students, with boarding available to students from Year 4.

HD Beijing

HD Beijing is superbly located in the Dongba area, northeast of Beijing City. Dongba is found within the City's Chaoyang District, which is developing into Beijing's new international CBD, complete with high-end commercial and recreational spaces. The School opened in August 2017 and will eventually grow to accommodate 600 students aged 3 – 10. Work is underway to try to establish an additional campus close by to enable HD Beijing to offer a complete K12 bilingual solution for parents.

HD Shanghai

HD Shanghai is located in the City's Songjiang District, widely regarded as the cultural root of Shanghai. The School opened in August 2016, and will eventually grow to accommodate 1800 students aged 3 – 18. Work is currently underway on the second phase of development, which will see the introduction of specialist upper-secondary teaching spaces and facilities, as well as boarding houses.



1.4 Our Chief Academic Directors

Robert Holroyd

Robert Holroyd is a graduate of Oxford University and an internationalist with over twenty-five years' management experience in worldwide education. After spells at Oakham School and the Colegio Anglo Colombiano, Bogota, where he pioneered the School's introduction of the International Baccalaureate, Robert was an Assistant Master, Head of Department and Housemaster at Radley College before becoming Headmaster of Repton, one of the UK's leading co-educational K-12 day and boarding schools in 2003. During his tenure of this post, Robert was privileged to internationalize the Repton brand in a variety of locations worldwide before joining the Hurtwood House China team as Chief Academic Director (CAD) in 2017. In his capacity as CAD, Robert provides a range of consultancy and support services across the Hurtwood House China Schools, and would be pleased to be contacted by any leaders and teachers interested in joining this fascinating educational journey.

Warren Johnston

Warren Johnston, a graduate of Victoria University, brings over thirty years' experience and an outstanding track record of success in bilingual curriculum schools to Hurtwood House China. Prior to joining Hurtwood House China, Warren spent six very successful years as Executive Principal of YK Pao School in Shanghai. During his time there, Warren was instrumental in increasing the student roll and creating a culture of success within the school. Warren started his career in education as a Primary Teacher in New Zealand, before taking on senior advisory roles in mathematics at the Wellington College of Education and the Ministry of Education. In these roles, Warren had regional responsibility for developing Maths and Science curricula, planning and implementing professional development programmes for teachers, and drafting influential curriculum policy papers. On leaving New Zealand, Warren took on senior leadership positions in Hong Kong, before moving to China in 2007.



2. HD Qingdao

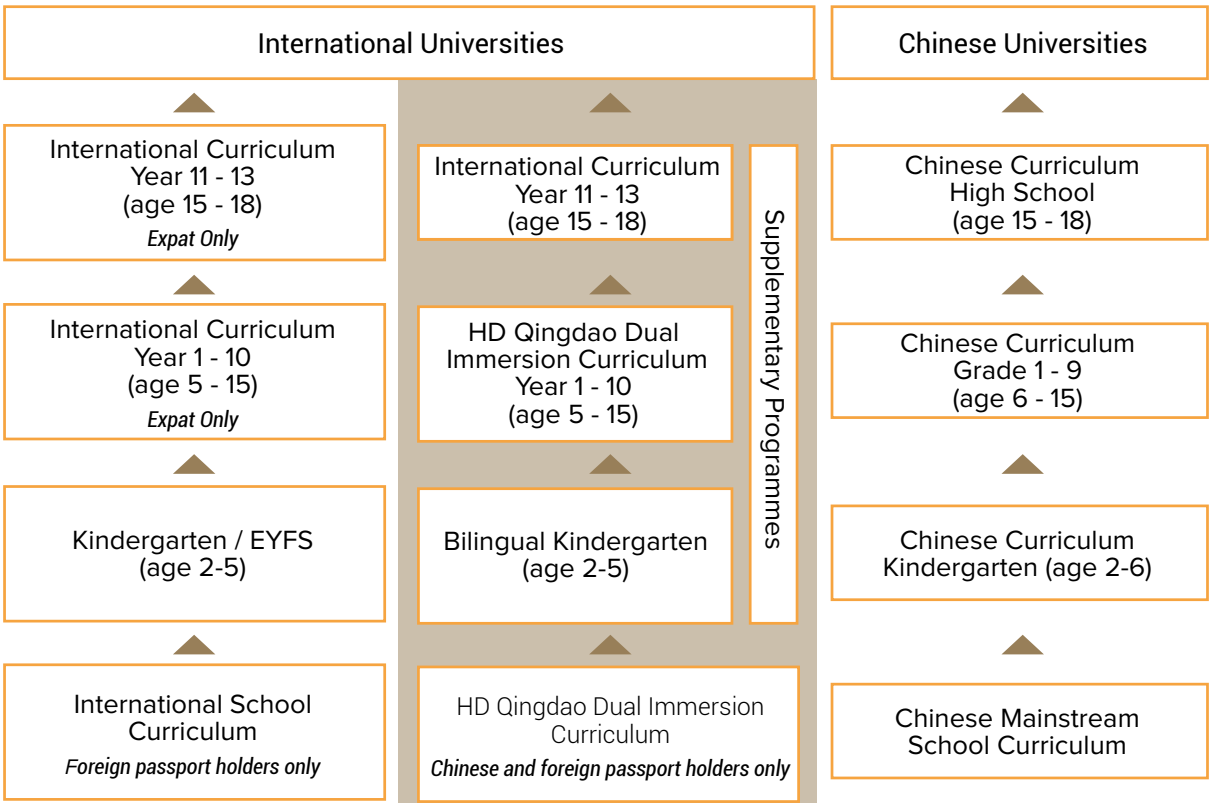
2.1 Introduction

The first phase of the opening of HD Qingdao will take place in August 2018 with the launch of the Primary section of the School. HD Qingdao is located on Xingguang Island, in the West Coast area of the City; the School is part of the new Wanda Oriental Movie Metropolis, a US$7billion project, creating a new economic centre for the region and the world's largest entertainment infra-structure development.

HD Qingdao is an important addition to the region, offering an outstanding international education that blends the best of British and Chinese curricula on a beautiful campus. The architectural design of the School is based on the British boarding style, with red brick as its predominant feature. The campus occupies a substantial site and will eventually accommodate up to 2000 students.

The curriculum at HD Qingdao will offer a broad range of opportunities designed to develop intellectual growth, physical and emotional health, artistic endeavours, creativity and service to others. As with other HD Schools, HD Qingdao is committed to fostering genuinely bilingual and bicultural students, enabling them to gain competency in Mandarin and English, as well as preparing them culturally for life in an increasingly interconnected world. In addition to supporting students to become bilingual, the low pupil to teacher ratio will enable HD Qingdao to deliver a highly personalised approach to learning.

In keeping with our partner school, Hurtwood House, HD Qingdao's ethos, values and curriculum will help foster a strong, supportive school community. Hurtwood House has the strongest reputation for film, theatre and performing arts of any school in the UK, and therefore the proximity of HD Qingdao to the Movie Metropolis provides additional opportunities for the School and its students.



2.2 Curriculum Structure

Unlike other traditional international schools in China, HD Qingdao's bilingual curriculum is designed to ensure that it meets the regulatory requirements for admitting students with Chinese passports. Using a dual-language immersion approach, our students will cover the major, compulsory elements of the Chinese curriculum, alongside the international curricula. As a result of our unique programmes of study, by the time students reach the age of fifteen they will have the breadth of academic knowledge and linguistic skill to tackle IGCSEs. They then go onto take a range of A level subjects in their final two years as part of a balanced curriculum focused on the development of the whole person. Through an HD Qingdao education, therefore, Chinese nationals will increase their chance of gaining a place at a top international university, without losing touch with their own national curriculum, culture and language.

We measure the success of our curriculum in broader terms than the simple academic success of our students. In keeping with our motto, our balanced co-curricular programme will ensure that all students develop interests, skills, and character traits through a wide range of activities outside the classroom. These activities are seen as part of the overall curriculum, not an extension of it.

Working closely with the School Heads of Department, Subject Specialists and expert Chinese colleagues, Class Teachers will have the opportunity to develop the existing Hurtwood House China model to respond best to local expectations. As at other Hurtwood House China schools, Class Teachers at HD Qingdao will be supported by a strong curriculum framework, while also having the flexibility to plan for the individual needs of their students.



2.3 Pastoral Care and Boarding

A strong pastoral care system will be the foundation of each student's experience at HD Qingdao. We understand that children will only fulfil their potential when they feel happy, supported and at ease in their surroundings. We emphasise the crucial importance of building a sense of community and promoting supportive relationships, ensuring that students know that they will always have someone trustworthy to whom they can talk. In the Primary School, the children's international and Chinese class teachers will be their immediate point of contact.

Our House System will provide a parallel framework for building community. It will encourage children of different ages to interact, as well as creating opportunities for children and teachers to work together outside the context of a formal lesson. In addition, inter-House competitions will serve as a platform for children to learn new skills and to develop important character traits such as perseverance, social intelligence tolerance and self-control.

Boarding, which is at the heart of life at Hurtwood House UK, will also be an integral part of life at HD Qingdao. All teaching staff, even those without specific responsibility for boarding, contribute to the full life of the School and help to build the strength of community that is such a hallmark of the top UK boarding schools.



2.4 Facilities

While incorporating the beautiful red brick of a traditional British boarding school, the design of HD Qingdao is informed by the desire to deliver an innovative and contemporary bilingual curriculum in line with the School's vision and values. Each space is considered as being able to provide teaching and learning opportunities and promoting interaction between all users and visitors to the School.

Students and teachers will benefit from outstanding facilities, which support learning both inside and outside the classroom. These facilities include

- a bilingual library
- specialist teaching classrooms such as science laboratories, art and design studios and computer laboratories
- a multi-functional theatre
- a state of the art 50-metre indoor swimming pool, and two accompanying learner pools
- excellent indoor and outdoor sports areas, including tennis courts, football pitches, basketball courts, and a 400-metre athletics track.

All of HD Qingdao's indoor facilities are equipped with excellent air purification systems. The School is fully committed to enhancing air quality on campus and playing our part in the drive towards greater environmental protection in China.



3. Appointment Details

The Class Teacher (Early Years) role available present an outstanding opportunity to join a founding team that will establish HD Qingdao as one of the City's leading bilingual schools.

Working alongside their Chinese curriculum counterpart, Class Teachers (Early Years) will have the responsibility for delivering the majority of the curriculum to their assigned class. Subject-specialist teachers will enhance the overall learning experience for the children by the addition of a few specific lessons. An enthusiastic and committed team of Teaching Assistants will support the Class Teachers.



3.1 Role And Responsibilities

Teaching and Learning

- to plan, prepare and deliver instructional activities that facilitate active learning experiences for all children
- to prepare the classroom environment for meaningful class activities
- to provide a variety of learning materials and resources
- to ensure that the classroom is an attractive orderly place where equipment and resources are well managed
- to have a thorough understanding of the purpose and aims of the HD Qingdao School's educational ethos
- to always set high expectations, which inspire, motivate and challenge pupils
- to establish and communicate clearly the learning intentions for all activities
- to use all relevant technology to support understanding and development
- to identify and select different instructional resources and methods to meet the children's varying needs
- to evaluate learning experiences and outcomes for children's continual improvement
- to assign and grade class work, homework, tests and assessments in line with HD Qingdao's policies
- to develop the best combination of British and Chinese approaches to deliver a personalised bi-lingual curriculum
- to ensure that an acceptable standard of children's behaviour is clearly stated and consistently maintained
- to ensure that all children are treated with respect – fairly and equally
- to ensure outstanding pastoral care in line with HD Qingdao's policies and expectations



Communication and Co-operation

- to work co-operatively and supportively with all members of staff
- to share information, ideas and resources with colleagues
- to develop supportive and productive relationships with parents
- to maintain accurate and complete records of children's development
- to participate in departmental, school-based and parental meetings
- to share assessment data and ensure that it is appropriately archived
- to prepare required reports on children and their activities
- to participate in the supervisory duties shared by all members of staff
- to participate in the co-curricular life of the school
- to play a full part in the corporate life of the School
- to support the School's image and profile in the community



3.2 Person Specification

Qualifications

- A good degree from an established university
- PGCE or QTS

Personal Qualities

- Ability to inspire children with a love of learning
- Ability to stretch the most able children, whilst also ensuring the curriculum is accessible to all
- Willingness to contribute to all aspects of school life
- Strong personal-relations and teamworking skills
- Ability to use ICT to enhance learning
- Good administrative and organisational abilities
- Good communication skills
- Ability to understand the needs, challenges and opportunities of an international school community
- Rigorous can-do attitude
- Positive team player with a sense of humour



3.3 Salary and Benefits

The successful candidate will receive excellent salary and benefits commensurate with their experience. This will include:

- Competitive, low tax salary
- Accommodation allowance
- Start and end of contract flights for employee and immediate family members
- Relocation allowance
- Excess baggage allowance
- Medical insurance for employee and immediate family members
- Annual flight allowance for employee and immediate family members
- 100% Tuition fees contribution for up to two children
- Annual bonus
- Contract renewal bonus
- Visa and legal documents sponsorship for employee and immediate family members

We recognise that the success of HD Qingdao depends on the quality, wellbeing, and motivation of our staff. In addition to the salary and package structure outlined above, therefore, staff can also expect:

- a commitment to professional development
- a dedicated and passionate human resources and support team, committed to making life in China as comfortable as possible
- outstanding career progression opportunities that arise from being part of a rapidly expanding education group in a dynamic market



4. Living in Qingdao

Best known around the world as the home of the Tsingtao Brewery, Qingdao is an impressive modern city that embraces an exciting future without losing touch with its fascinating past. Located on China's north-eastern coast in Shandong Province, the City was a German colony until 1914, and then occupied by Japan until 1945. The winding cobbled streets, unmistakable German architecture and red-capped hillside villas are a reminder of the City's enthralling history.

In the last decade Qingdao has experienced one of the fastest growing GDPs of any Chinese city. This has been driven by a vibrant local business scene, significant foreign direct investment and its port – the seventh largest seaport in the world. The recent addition of the Qingdao Oriental Movie Metropolis has simply added to the City's growing reputation as an economic and cultural hub. With Wanda Film Studio at its heart, the Movie Metropolis is the largest entertainment infrastructure project ever undertaken, rivalling Hollywood in terms of the facilities on offer.

The City is surrounded by some of the most impressive scenery in China. Incredible mountains, rivers, reservoirs and wetlands are easily accessible, and make for excellent day or weekend trips. The City's seaside aspect also helps to create a pleasant climate – comparatively cooler than inland areas in the summer, and warmer in the winter. Access to a wide range of water-sport activities is also a significant attribute of Qindgao.

The City also caters extremely well for expat life. There is history, culture, and sensational food. There is luxury and convenience – five-star hotels, fine-dining restaurants, premium shopping malls, supermarkets and first-class transport links to provide you with everything you would expect in a leading global city.



5. Living in China

Career Development

China is a land of opportunity – and this is particularly true of the education sector. For us, the education of Chinese nationals, through a bilingual-bicultural approach, is one of the most exciting educational projects of our time. We have been amazed by the thirst for our style of education, as well as being inspired by the challenge of delivering our pioneering curriculum effectively. Taking on a job in China is an opportunity to work at the cutting edge of educational progress, and will unquestionably offer the environment and challenges required to learn new skills and to further a career in teaching. Indeed, as the world turns East, an understanding of China and, even better, experience living and working there, can be very beneficial for career progression. The 2017 HSBC expat explorer survey ranked China second in the career progression category.

Adventure

China is totally unique. The rate of economic growth, industrial development and infrastructural progress in China is a story often told. However, there is far more to China than this. As the world's oldest continuous civilisation, there is unrivalled history to discover and culture to experience; the country's vast natural beauty; the mountains, deserts, mighty rivers, jungles, grassland, and coastline. There are vibrant cities where the traditions and the customs of millennia past collide with China's irrepressible drive for modernity.

Convenience

All of the Hurtwood House China schools are located within highly developed cities, complete with all the conveniences one would hope for when settling down in a new location: intra-city, inter-city and international transport links are excellent; there are international standard grocery stores, malls and shopping districts; high-class healthcare and accommodation; and the telecommunications network is among the most sophisticated in the world – several channels are available to make communication with friends and family outside China simple.



6. How to Apply

To apply, please complete all the sections of the application form, including the supporting statement that sets out your interest in this position, how you meet the requirements of the role and your ambitions for the school.

Applying on TES Jobs

If you are applying via the TES Jobs website, please submit your application form through the **Apply Now** link at the bottom of the adverts by the closing date.

Applying through other channels

If you have learnt of the vacancy through a different channel, a completed application should be sent to lee.szeting@hurtwoodhousecn.com by the closing date.

The closing date for applications is **Friday 8th June 2018.** Preliminary discussion with candidates will take place during early June.

- First round interviews will take place on a rolling basis and early application is therefore advised.
- Shortlisted candidates will be notified, and final round interviews arranged accordingly.
- Hurtwood House China reserves the right to make an appointment before the closing date.

Please contact **Sze-Ting Lee** on **+44 207 788 7937** or lee.szeting@hurtwoodhousecn.com if you would like to arrange an informal discussion about this role.

HD Qingdao is committed to safeguarding and promoting the welfare of children and expects all staff to respect this commitment. The post is subject to an appropriate criminal background check and satisfactory references.