HD BEIJING SCHOOL

Teaching Staff Appointment

FOR AUGUST 2019

HURTWOOD HOUSE
CHINA

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1. Hurtwood House China

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, Beijing and most recently, Qingdao in August 2018. Our story will not stop here. Our vision is to change the face of education in China.

1.1 Our Vision and Story

The development of Hurtwood House China is an extension of Hurtwood House UK's commitment to quality. Its spirit of ingenuity has been growing 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 vision.

Through our approach, we aim to nurture global Chinese citizens – individuals who retain a profound respect and knowledge of their own culture and language, while 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 and recognise that education is broader in scope. Students must enjoy school. In an environment where creativity is fostered, collaboration is encouraged, and critical thinking nurtured, we must provide opportunities for students to develop new skills and interests alongside the core academic curriculum. We firmly believe that a broad, balanced, and caring approach is required to create character.

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.

1.2 Our Founding School Hurtwood House UK

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 stand 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 filmmakers.

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.

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 Shanghai

HD Shanghai is located in the city's Songjiang District. 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.

HD Qingdao

Opened in August 2018, HD Qingdao is located on Xing-Guang Island, in the West Coast area of Qingdao. The school is part of the new Wanda Oriental Movie Metropolis, a US$7billion project which is creating a new economic centre for the region and the world's largest entertainment infrastructure development. The school, located on a premium 70,000m2 site, is designed in the style of a British boarding school and will grow to accommodate up to 2000 students aged 3 -18. Boarding is available to students in both primary and secondary sections of the school.

1.4 Our Chief Academic Directors

Robert Holroyd

Robert Holroyd is a graduate of Oxford University and an internationalist with over twenty-five years of management experience in worldwide education. He pioneered the introduction of the International Baccalaureate at Oakham School and the Colegio Anglo Colombiano, Bogota. 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 internationalise 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 of experience and an outstanding track record of success in bilingual curriculum schools. 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. Upon leaving New Zealand, Warren took on senior leadership positions in Hong Kong, before moving to China in 2007.

2. HD Beijing

Following its successful launch in August 2017, HD Beijing is quickly establishing itself as one of the city's leading bilingual schools. The school is superbly located in the Dongba region of the capital – to the northeast of the city. Dongba is the area of the Chaoyang District that is rapidly developing into a new international CBD, complete with high-end commercial and recreational spaces.

2.1 Introduction

HD Beijing is an important addition to this high- profile district, offering a genuinely outstanding international education that blends the best of western and Chinese approaches to learning. The curriculum provides students with a broad and balanced learning experience, in which tradition meets creativity and east meets west.

HD Beijing not only benefits from being part of the successful network of HD Schools in China (HD Shanghai, HD Ningbo & HD Qingdao), but also from its strong relationship with Hurtwood House, our UK partner school. HD Beijing draws on Hurtwood House's experience and expertise at providing whole-student education. Children not only achieve excellent academic results but also develop interests and skills to prepare them for the challenges of life beyond school. With this in mind, the curriculum at HD Beijing offers a broad range of opportunities designed to develop intellectual growth, physical and emotional health, artistic endeavours, creativity and service to others.

The school is committed to fostering genuinely bilingual students, enabling them to gain competency in Mandarin and English, as well as preparing them culturally for life in an increasingly interconnected world. The curriculum is taught using a dual-language immersion approach. Students benefit from lessons delivered by native speakers of English and Chinese, with some subjects being taught by both teachers in the same classroom. As well as supporting students to become bilingual, the low pupil to teacher ratio enables HD Beijing to deliver a highly personalised approach to learning.

2.2 Curriculum Structure

Unlike other traditional international schools in China, HD Beijing'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 on to take a range of A-level subjects in their final two years. This is part of a balanced curriculum focused on the development of the whole person. Through a HD Beijing education, therefore, Chinese nationals will increase their chance of gaining a place at a top international university, without losing touch with their own 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, subject specialists and expert Chinese colleagues, 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, teachers at HD Beijing will be supported by a strong curriculum framework, while also having the flexibility to differentiate for the individual needs of their students.

International Universities			Chinese Universities
International Curriculum Year 11 - 13 [age 15 - 18] ***Expat Only***	**International Curriculum** Year 11 - 13 [age 15 - 18]	Supplementary Programmes	**Chinese Curriculum** High School [age 15 - 18]
International Curriculum Year 1 - 10 [age 5 - 15] ***Expat Only***	**HD Beijing** **Dual Immersion Curriculum** Year 1 - 10 [age 5 - 15]		**Chinese Curriculum** Grade 1-9 [6 - 15]
Kindergarten / EYFS [age 2-5]	**Bilingual Kindergarten** [age 2-5]		**Chinese Curriculum** **Kindergarten** [age 2 - 6]
International School Curriculum ***Foreign passport holders only***	**HD Beijing** **Dual Immersion Curriculum** ***Chinese and foreign passport holders***		**Chinese Mainstream** School Curriculum

2.3 Pastoral Care

A strong pastoral care system will be the foundation of each student's experience at HD Beijing. 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 they will always have someone trustworthy with whom they can talk.
In the primary school, the children's international and Chinese class teachers will be their immediate point of contact, in the secondary school this role is performed by the student's homeroom teacher.

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 students 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 develop important character traits such as perseverance, social intelligence, tolerance and self-control.

2.4 Facilities

HD Beijing is built on a beautiful site next to Dongba Park, surrounded by idyllic, green space. Uniquely, the campus makes use of several ancient imperial architectural features such as covered walks, sky wells, and pointed roofs. These features are combined with modern design concepts (such as rooftop playgrounds and double-skin walls) to create a truly inspiring learning environment.

In keeping with the School's values and ethos, the layout of HD Beijing is informed by the desire to deliver a bilingual curriculum that recognises tradition but is also innovative and contemporary.
The campus is being developed in phases. Phase One, which was completed for the August 2017 opening, provides all the facilities required for our Early Years and Primary programmes. Phase Two, which is in process, will add capacity and new features to the campus.

- a bilingual library
- specialist teaching classrooms such as science laboratories, art and design studios and computer laboratories
- a multi-functional theatre
- excellent indoor and outdoor sports areas, including tennis and badminton courts, football pitches, basketball courts and an athletics track

All of HD Beijing's indoor facilities are equipped with excellent air purification systems. The school has a state -of- the-art Anti-Pollution Dome, which is one of HD Beijing's outstanding indoor sports facilities. HD Beijing 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 teaching staff roles available present an outstanding opportunity to join a team that will establish HD Beijing as one of the city's leading bilingual schools.

Working alongside their Chinese counterparts, teachers in our kindergarten and primary schools will have the responsibility for delivering the majority of the teaching and learning to their pupils.

Secondary colleagues teach within their subject areas and work in close collaboration with partner teachers in their department. They support students in their academic and personal development and preparation for internationally recognised examinations.

3.1 Role and Responsibilities

Teaching and Learning

Across the kindergarten, primary and secondary schools, teachers' responsibilities are:

- to plan, prepare and deliver schemes of work in accordance with the academic programmes set out by the school, which facilitate active learning experiences for all children
- to assess and maintain records of children's progress in learning, using this information to ensure that each child has the opportunity to succeed
- to manage the classroom environment so that it is a stimulating, well-resourced and orderly space which supports and encourages learning
- to have a thorough understanding of the purpose and aims of the HD Beijing School's educational ethos
- to always set high expectations, which inspire, motivate and challenge pupils
- to use all relevant technology to support learning, 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 provide meaningful feedback and assessments for learning in line with HD Beijing's policies
- to develop the best combination of international and Chinese approaches to deliver a personalised bi-lingual curriculum
- to ensure that the standards set out in the school's policies, including but not limited to behaviour, teaching and learning and safeguarding are followed
- to ensure that all children are treated with respect – fairly and equally
- to ensure outstanding pastoral care in line with HD Beijing'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 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 Beijing depends on the quality, well-being, 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 Beijing

Although Beijing is undoubtedly a modern city, racing towards the future, it also remains inextricably linked to a glorious past. Nowhere is this more evident than in the city's architecture. Jaw-dropping modern structures such as the Olympic Stadium and the NCPA Concert Hall are found alongside equally magnificent temples and palaces of the ancient past. Indeed, in terms of historically significant sites, Beijing is unrivalled – there are six Unesco World Heritage Sites found in the city alone.

There is nowhere quite like Beijing – it is a powerhouse of a city within a power-house of a country. Beijing has always had an extraordinary global influence, and this certainly remainstrue today. From politics to technology, from the economy to fashion, from education to architecture, decisions made in Beijing spread out across the globe.

Beijing offers a lot more than just power, influence, and architectural delights. It is a place that is always dynamic and constantly interesting. Driven by the increasing global importance of the city, both economically and politically, a large number of expat workers have been attracted to Beijing over the past two decades. As a result, it caters very well to international travellers. The beautiful parks and the temples are oases of calm amongst five-star hotels, fine-dining restaurants, shopping malls and supermarkets. Above all, it's amazing to be surrounded by the tangible evidence of China's long and dramatic history, like in the spectacular examples of the Forbidden City or the Great Wall. Boredom is never an issue in Beijing.

5. Living in China

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 are filled with breath-taking beauty.

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 approach, is one of the most exciting educational projects of our time. We have been amazed by the thirst for how we approach education. 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 education. 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 are filled with breath-taking beauty. There are vibrant cities where the traditions and the customs of millennia past mix 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. Transport links are excellent. There are international standard grocery stores, malls and shopping districts, high-class healthcare and accommodation. 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 send your curriculum vitae and supporting statement, which sets out your interest in this position, how you meet the requirements of the role and your ambitions while at the school, to **Careers-international@hurtwoodhousecn.com**

HD Beijing 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.