

HURTWOOD HOUSE

CHINA

HD NINGBO SCHOOL

CLASS TEACHER, 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

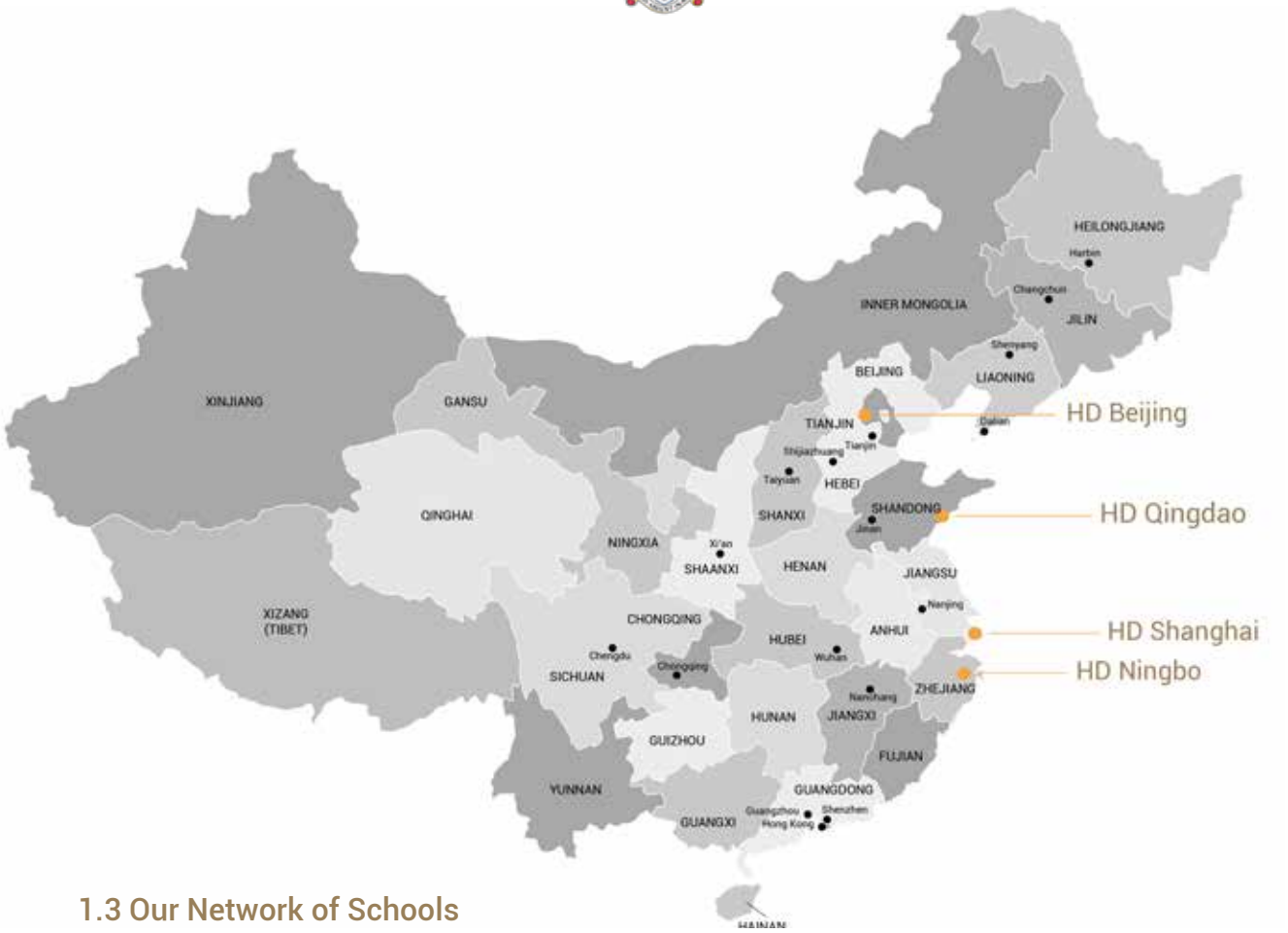
Set on a beautiful two-hundred acre site in the Surrey Hills, Hurtwood House is one of the UK's leading independent, co-educational boarding schools. The School is driven by a passion for creativity and by a respect for academic rigour, offering its students a truly holistic learning experience that 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 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 2016 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 Qingdao

Opening in September 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 enter-tainment infrastructure devel-opment. The School, located on a premium 70,000m^2 site, is designed in the style of a British boarding school and will grow to accommodate up to 2000 stu-dents aged 3 -18. Boarding will be available to students in both Primary and Secondary sections of the school.

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 2015, 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 Ningbo

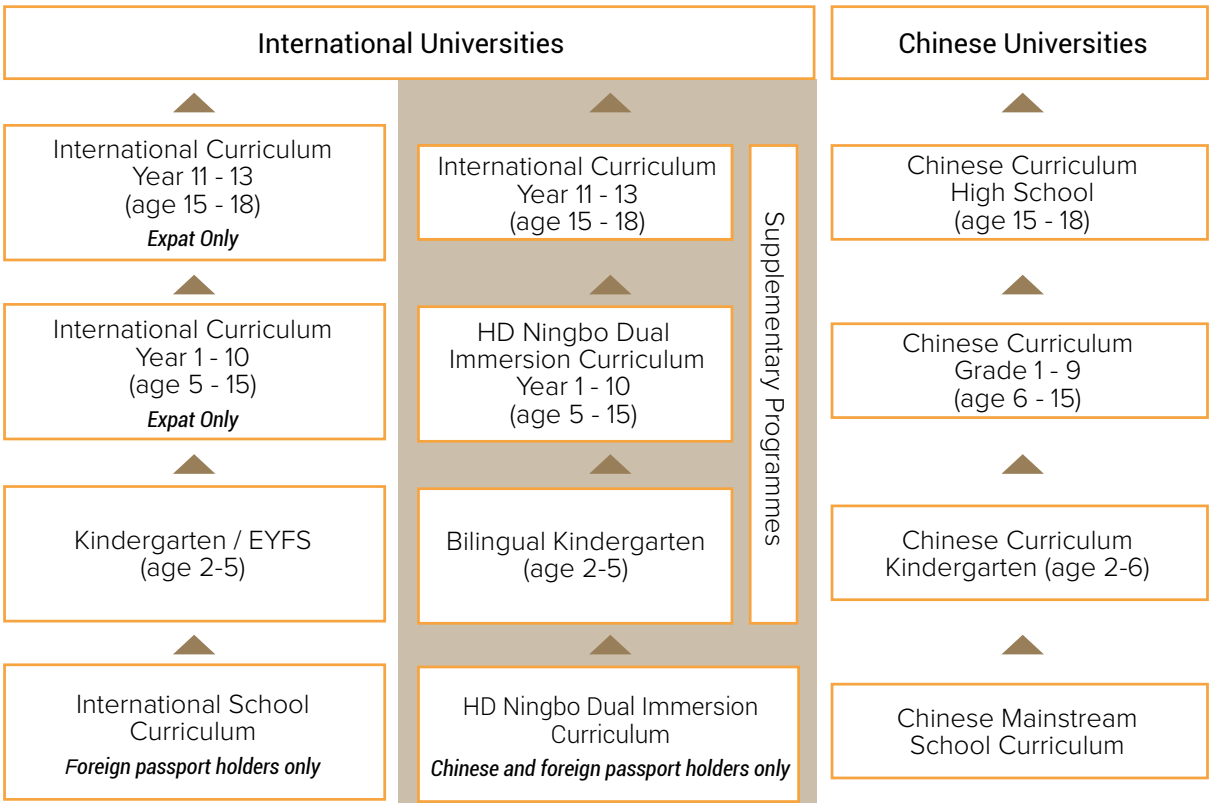
2.1 Introduction

Following its high-profile launch in 2014, HD Ningbo School has quickly become one of the City's leading bilingual schools. Set on an imaginatively laid-out campus in the Yinzhou district of Ningbo, the School offers a genuinely outstanding international education that blends the best of British 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 Ningbo not only benefits from being part of the successful network of HD Schools in China (HD Shanghai, HD Beijing & HD Qingdao), but also from its strong relationship with Hurtwood House, our UK partner school. HD Ningbo draws on Hurtwood's experience and expertise at providing an all-round 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 Ningbo 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 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. 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 Ningbo to deliver a highly personalised approach to learning.

The School currently comprises some 850 pupils, with approximately 250 in Secondary, 450 in Primary and 150 in kindergarten, (CASA). The numbers are set to increase to over 1,000 in September 2018.



2.2 Curriculum Structure

Unlike other traditional international schools in China, HD Ningbo'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 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 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 Ningbo education, therefore, Chinese nationals 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 ensures 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 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 Ningbo are 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 is the foundation of each student's experience at HD Ningbo. 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 are their immediate point of contact.

Our House System provides a parallel framework for building community. It encourages 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 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, is also becoming an integral part of life at HD Ningbo. All teaching staff, even those without specific responsibility for boarding, contribute to the full life of the School and in helping to build the strength of community that is such a hallmark of the top UK boarding schools.

Currently there are some 180 boarders in the secondary school, (out of a fast-growing secondary school complement of 250 pupils), living in four houses, Junior Boys, Junior Girls, Senior Boys and Senior Girls, under the direction of four housemasters and their teams and the Assistant Principal (Boarding).



2.4 Facilities

The layout of HD Ningbo is informed by a 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 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
- excellent indoor and outdoor sports areas, including tennis courts, football pitches and basketball courts. A 400-metre athletics track and a golf driving range are also being developed.

All of HD Ningbo's indoor facilities are equipped with excellent air purification systems. Indeed, the School's state of the art Anti-Pollution Dome is the first air purifying sports facility in South East China. HD Ningbo 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 roles available present an outstanding opportunity to join a team establishing HD Ningbo as one of the City's leading bilingual schools.

Working alongside their Chinese curriculum counterpart, Class Teachers from Pre-School (aged 3) through to Year 6 (aged 11) have the responsibility for delivering the majority of the curriculum to their assigned class. Subject-specialist teachers enhance the overall learning experience for the children by the addition of a few specific lessons. An enthusiastic and committed team of Teaching Assistants 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 Ningbo 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 Ningbo'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 Ningbo'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 Ningbo 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 Ningbo

Ningbo is at roughly the mid-point of the Chinese coastline, towards the South of the Yangtze delta. It is an economically developed, modern city, with a profound cultural foundation as well as being one of China's oldest cities. Despite now being a highly developed economic centre, it retains its traditions and a culture that dates back many centuries. Ningbo has a significant foreign population, drawn to the city for various different reasons.

- Its status as a modern economic centre means that there is a wide range of well-paid jobs within large, internationally minded companies.
- It is a city complete with all the conveniences and luxuries you would expect to find in a developed western city: international restaurants, luxury shopping areas, coffee shops, supermarkets, an efficient health system, five-star hotels, to name but a few.
- Ningbo retains many charming aspects of traditional Chinese architecture and ways of life. From the cobbled streets, lined by small streams, to traditional Chinese markets and magnificent temples, Ningbo is full of interesting sights and sounds.
- Ningbo offers much to those who enjoy green spaces, water and the proximity of nature. Three rivers run through Ningbo, with many bridges linking the islands and outlying districts. Water is of considerable significance – Ningbo means 'Serene Wave' in Mandarin, and many of the city's green spaces contain large lakes on which to enjoy water sports.



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 advert 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 ibbs.philippa@hurtwoodhousecn.com by the closing date.

The closing date for applications is **Friday 2nd February 2018.** Preliminary discussions with candidates will take place during January.

- 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 Philippa Ibbs** if you would like to arrange an informal discussion about this role.
+44 207 788 7937
ibbs.philippa@hurtwoodhousecn.com

HD Ningbo 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.