



CAMBRIDGE INTERNATIONAL SCHOOL

Information for Applicants

1. The School

The Cambridge International School (CIS) was established in January 2012 by the amalgamation of an international school that had been in existence for over 10 years and a relatively new infant school. From April 2013, the school was consolidated into splendid new premises in central Bratislava and caters for both the expatriate and local communities. The school is currently fairly small with about 400 students, including our pre-school years, though with potential to double in numbers in the future. Our maximum class size is limited to 18.

Classes in 2018/19 will be as follows:

Year 1	3
Year 2	3
Year 3	3
Year 4	2
Year 5	2
Year 6	2
Year 7	2
Year 8	2
Year 9	2
Year 10	1
Year 11	1
Year 12	1
Year 13	1

Our school building is finished to a very high standard. The classrooms are large, airy, and bright. Resources are either purchased from England or locally. We have a gym, hall, library, science laboratory, art room, music room, drama room and computer room with full Internet access.

Current staff are from the UK, Ireland and mainland Europe. Some primary classes have a fulltime assistant teacher. We are seeking highly professional teachers to join us at this very exciting time.

2. Living in Bratislava/Slovakia

Life is easy and thoroughly enjoyable in Bratislava. An increasing number of people speak English, and it is now the first foreign language taught in Slovak schools. Although Bratislava is the capital of Slovakia, it has the feel of a large provincial town. It has a very pleasant centre with some beautiful buildings. There are many social opportunities both within the expatriate and local communities. Most items can be purchased in the shops (there are a number of large shopping centres of international standard, including several Tesco superstores). The basic requirements for day-to-day living are very affordable. Food is inexpensive, as is eating out. A decent 2-course meal with a glass or two of wine would typically cost around €15 at a reasonable restaurant. The cinema, theatre, opera and ballet are cheap, with tickets usually from as little as €6 to €8.

There is an extensive public transport system within the country and the region. Vienna (1 hour), Budapest (2 hours) and Prague (3 hours) are possible weekend visits. There are many opportunities for travel within Slovakia with accommodation being relatively inexpensive. Public transport within Bratislava is from €0.90 per single journey of up to 30 minutes. A train trip to a spa resort town (50 miles) is some €10; Vienna return by train around €15. Ryanair flies from Bratislava to many destinations including Stansted, Leeds, Birmingham, Manchester and Dublin, with flights from as little as €60 return. Vienna airport is only an hour drive away with flights throughout the world. There is skiing during the winter. Winter temperatures can fall below -10 Celsius, with summer temperatures above 30 Celsius. However, our experience over the years is that the winter climate is much pleasanter than in Britain, with far more sunny, clear, crisp days. During the year there is less rain and far fewer cloudy grey days than in the United Kingdom. Buildings are designed for the cold and are centrally heated.

3. The People Sought

We look for teachers with the enthusiasm, sensitivity and empathy necessary for teaching in an international school. This is an exciting opportunity and challenge for individuals keen to participate in, and influence, the continuing development of the school. Any individual appointed to this position will need to display resolve and professionalism. He or she will be a competent classroom manager, knowledgeable about the teaching of Spanish to beginners from age of 9 through to IGCSE and A Level standards. They must also be knowledgeable about current educational developments, and flexible in approach. The demands of an international school such as ours are different to those of a school in the United Kingdom, though often as great.

Amongst the attributes sought are the ability/willingness to:

- work as part of a team
- show a high degree of flexibility
- be able to accommodate new students into the classroom at any time
- motivate students
- liaise with other members of staff and parents to ensure appropriate provision for each and every child

- promote the school in the community.

Professional teaching responsibilities include:

- planning and preparing appropriate activities, courses and lessons
- supporting students in learning programmes appropriate to their educational needs
- teaching basic skills where needed
- promoting the general progress and well-being of individual students
- recording lesson plans and students' progress and development
- communicating and consulting with parents
- providing for and contributing to oral and written assessments and reports
- leading extra-curricular activities
- in attitude and appearance leading the students through example.

4. The Package

The starting salary package for 2018/19 is from €28,800 (newly qualified) to €39,600 (6+ years' experience) per annum. The top of the scale rises to a maximum of €44,400 in September 2020 for 6+ years experienced teachers completing two good years with us and renewing contract. It is subject to stoppages under Slovak law, totalling roughly 28-30% of gross salary leaving a net of around €1,680 - €2,320 per month (€2,600 for top of the scale, renewing after two years). There is no restriction on the remittance of money from Slovakia to other countries. This salary includes housing allowance and annual flight allowance; there are no other payments or substantial financial benefits. The contract is for one or two years and, subject to satisfactory performance, is renewable by mutual agreement. Schooling is free for dependent children providing we have space.

The school can find a flat or the appointed teacher can do so on arrival. The school pays a reasonable agency fee for the search. The teacher is then responsible for the rent, which is normally around €450 to €600 per month. The rental agreement is between the teacher and the owner.

A relocation allowance of €300 is paid on arrival in Bratislava.

The overall package enables staff, within this low cost economy, to live very comfortably and travel in the region; many staff travel much further afield. Some expatriate/British staff have been here for several years and have bought property, now calling Slovakia home!

5. Interview Expenses

Interviews will be carried out by Skype or face-to-face in the UK where practical. Only travel expenses are paid – i.e. not accommodation or subsistence costs. Candidates will be reimbursed the direct cost of standard class rail fare, or a mileage allowance (currently 25p/mile). A candidate who declines an offer of employment will not be paid travel expenses. We may invite some candidates for interview in Slovakia in which case it will be at the school's expense.

6. Required at Interview

Candidates must bring the following to interview:

- ❑ Original academic and teaching qualification documents
- ❑ Proof of identity – passport essential
- ❑ Copies of academic and teaching qualifications, and photo/details page from passport – to be retained by the school.

7. Offer of Employment

Any offer of employment made will be subject to a number of checks, including:

- ❑ DBS (formerly CRB) clearance (bring a copy to interview if you already have clearance). CIS is committed to safeguarding children and young people and so extensive background checks over at least 15 years or the three most recent employers, whichever is the longer, will be undertaken. Any gaps in employment history will be investigated and all recent references will be checked including a confidential conversation with the person who had direct oversight responsibility (e.g. Director, Head of Department). All post-holders are subject to a satisfactory enhanced DBS (in the UK) or Criminal Records (Police Check) disclosure from their most recent country(ies) of residence
- ❑ Health check (including medical which will be carried out in Bratislava)

Should any of the above be negative, any offer of employment becomes null and void and employment, if commenced, terminates immediately.

The contents of this document are for information only and will not form part of any subsequent contract, nor should they be taken to represent part of any offer. It is up to the individual to verify the veracity of any claims or suggestions arising from the contents of this document.