RUGBY SCHOOL
THAILAND

Job Description

School/ Department	Prep	Position	Teacher of Drama & LAMDA
Employer:	Rugby School Thailand	**Location:**	Chonburi
Contract Type:	Full Time	**Contract Term:**	5 Terms
Closing Date:	23 October 2026	**Job Start:**	1 January 2027

Rugby School Thailand

Rugby School Thailand (RST), a co-educational day and boarding international School set in 80 acres of glorious Thai countryside south of Bangkok, opened in September 2017 with 110 students. The School has now grown to over 1,200 students and attracts students from all over Thailand and South East Asia.

The structure, School day and ethos of RST are based upon the British Independent School model, rather than the standard international school model. As such, the School has three sections: Pre-Prep (2-6 year olds), Prep (7 – 12 year olds) and Senior (13 – 18 year olds). Rugby School Thailand is the first overseas sister school of Rugby School UK, one of the most prestigious and well-known schools in the UK. Rugby School Thailand shares Rugby School UK's DNA in every important respect. It is unique.

The health, safety and well-being of young people are of paramount importance to all the adults who work at Rugby School Thailand. Children have the right to protection, regardless of age, gender, race, culture, sexual orientation, or disability. They have a right to be safe in our School. Members of staff in the School have a legal and moral obligation to safeguard and promote the welfare of the students, taking all reasonable steps to protect them from harm whether from physical injury, abuse, neglect, emotional harm or from anything that interferes with their general development.

About School/Department

The Prep School has around 500 students in Year 3-8 with students housed in outstanding classroom and boarding facilities.

The Prep School academic curriculum draws from the best of the UK National Curriculum.

Unlike other international schools, Rugby School Thailand operates long school days with a Saturday Enrichment Programme that offers a wide variety of co-curricular activities.

The school buildings are designed to offer an outstanding learning environment. The main buildings include a teaching block that houses a state-of-the-art Design and Technology studio; an ICT suite; a drama studio; music classroom with additional instrumental rooms; library; covered games area; air-conditioned sports

hall; 50m plus 2 25m swimming pools; floodlit football fields; and tennis courts.

We also have Marshall House, which is our Prep School boarding house with boarders from Year 6.

Overview of Drama

The Prep School students from Years 3 – 8 have weekly drama lessons. There are currently three annual productions, and in addition there are drama activities and LAMDA sessions. The Drama department coordinates its planning with the music and English departments, and receives production support from art and DT, as well as other staff members.

The successful applicant will

- teach timetabled drama from Year 4 to Year 8,
- support the productions,
- support the running of LAMDA,
- be a Form Tutor

Roles and Responsibility

Teaching

- Plan, prepare and teach well-structured, academically challenging, engaging lessons;
- Teach, according to their educational need, the students assigned; setting and marking work, including examinations, where relevant;
- Ensure reliable and timely marking of assessment tasks;
- Adapt teaching to respond to the strengths and needs of all students, knowing when to differentiate appropriately;
- Assess, record and report on the development, progress and attainment of students;
- Set high expectations which inspire, motivate and challenge students;
- Promote the general progress and well-being of individual students and of any class or group of students assigned;
- Manage student behaviour effectively to ensure a good and safe learning environment;
- Demonstrate outstanding subject and curriculum knowledge;
- Communicate and consult effectively with the parents of students;
- Communicate and co-operate with persons or bodies outside of the School;
- Participate in meetings arranged for any of the purposes described above;
- Advise and co-operate with other teachers on the preparation and development of courses of study, teaching materials, teaching programmes, methods of teaching and assessment of pastoral arrangements.

Curriculum

- Plan and implement engaging, innovative lessons, including the production of schemes of work, taking into account where appropriate, any national guidance to ensure all syllabus requirements are followed;
- Ensure that high academic standards are expected and the highest standard of teaching and learning is maintained in one's own classroom.

Assessment and Reports

- Make accurate and productive use of assessment, providing or contributing oral and written assessments, reports and references relating to individual students and groups of students;
- Use relevant data to monitor, progress, set targets and plan subsequent lessons;
- Give students regular feedback, both orally and through accurate marking of work, where applicable.

Staff

- Engage with and support other members of the department, including support staff;
- Contribute to effective communication and a unified sense of purpose within the department;
- Establish good communication with other departments, including Learning Support staff, EAL staff, librarians and senior staff;
- Provide cover for other staff in line with the School's cover procedure.

Administration

- Manage issued resources in accordance with the School's policies and procedures;
- Ensure that assessment of students' work within the department is regular, thorough, and follows the departmental marking policy;
- Prepare for assessment and/or examinations (internal and external) and liaise with staff responsible for their organisation;
- Maintain departmental records;
- Ensure that departmental stock and equipment are well cared for and economically used.

General School Responsibilities

Appraisal and Professional Development

- To participate in the staff appraisal and professional development programme;
- To undertake such training as may be reasonably required by the School to adapt to the changing requirements of the School or as may be necessary to fulfil the School's statutory or regulatory obligations;
- To undertake mandated job-related training as required by the School;
- To be aware of and support relevant school policies, handbooks, and procedures.

Additional professional responsibilities

- To fully contribute to the pastoral and enrichment life of the School;
- To fulfil wider professional responsibilities by making a positive contribution to the wider life and ethos of the School;
- To attend assemblies, registration of students and other School events as required;
- To liaise with Marketing regarding the promotion of both the School as a whole and the department on social media, the website and other media;
- Carry out supervisory duties as required;
- Carry out any additional duties the Head requests to facilitate the smooth running of the School.

Wider School Responsibilities

- Carry out supervisory duties as arranged by the SMT.

- Support the pastoral care policy of the school as a Form Tutor.
- Attend school lunch and take a table.
- Contribute to the Activities programme according to experience and qualifications.
- Undertake such other reasonable duties from time to time as the School may reasonably require.
- Be a Form Tutor

Other Responsibilities

- To take responsibility for promoting and safeguarding the welfare of children and young people within the school.
- To uphold and promote all aspects of the Child Protection and Safeguarding policies.
- To act on aspects of student welfare and safeguarding raising any concerns by following school protocol/procedures.

Person Specification

- Enthusiastic with a sound understanding of best practice
- Flexible and adaptable
- Proactive in all aspects of school life through participation and support
- Creative and innovative across and beyond the curriculum
- Able to work successfully under pressure with excellent organisational skills
- Reliable and respectful at all times
- Able to present a professional image in line with the high expectations of Rugby School Thailand
- An effective communicator both orally and in writing

Essential	Desirable
● University degree from a recognised academic institution ● Teaching Qualification from a recognised academic institution. ● Strong IT literacy ● Demonstrate outstanding subject and curriculum knowledge	● Experience working with children who have English as a Second Language. ● Experience in an independent school in the UK or elsewhere ● Knowledge of international education

Remuneration Package

Salary and benefits are highly competitive and will be commensurate with the responsibilities of the position.

Our generous expatriate package includes:

- Health insurance and dental insurance.
- Economy class flights at the beginning and end of the employment contract for the employee, spouse, and dependents under 18 years old.

- An iPad and/or a personal computer for School-related work, returnable at the end of employment.
- Fee remission for staff children: 2 children @ 100% fee remission, 3rd child 50%, 4th child 25%.
- Accommodation provided on or off School site.

Application Process
Interviews will be held either via Google Meet

(Rugby School Thailand reserves the right to appoint by invitation before the closing date.)

Please complete the TES application form by the closing date

Should you wish to have an informal conversation or if you have further questions, please email the Head of Prep, Mrs Sara Howell via showell@rugbyschool.ac.th

Qualifications, Identification, Health and Background Checks

Rugby School Thailand is committed to safeguarding and promoting the welfare of all the students in our care and expects all applicants to share this commitment. You will be required to bring documentation to interview providing proof of your identity, including an attested (by a notary) birth certificate, and qualifications. If successful at interview the position will be offered subject to satisfactory references and police checks. For candidates who have worked and/or lived in the UK, we will request that you have an up to date ICPC and we will complete Prohibition Order Checks and Barred list checks. We also require that anyone who has lived and worked in a country other than the UK for more than 6 months has a police check from the national checking agency. All references will be verified, we require a minimum of two references with one reference from your present or most recent employer. You may also be required, within the final appointment process, to undergo a health check. Rugby School Thailand is an equal opportunities employer.