

APPLICATION PACK FOR THE POST OF

# KINDERGARTEN TEACHER

Rong Qiao Sedbergh School



3 - 18 years • Co-educational • Day and Boarding • UK and Chinese Curriculum



Required in advance of the school's opening in September 2018



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## Introduction

This exciting post arises as a result of a joint project between Sedbergh School International Limited and The Rong Qiao Group. Rong Qiao's vision is to raise the standard of education in Fuzhou and China, investing in building a leading K-12 international day and boarding school in Fuzhou following the English EYFS curriculum in the Kindergarten. As one of the UK's strongest boarding schools, Sedbergh School is a natural choice for Rong Qiao and the distinctive values and culture of Sedbergh School will permeate the new school.

A Kindergarten Teacher for this new international school in China, Rong Qiao Sedbergh School, is required.

The school will open in September 2018, initially with pupils in Kindergarten, and Grade 1 (Year 2 / KS1). Additionally, pupils will also be starting in Grade 7 (Year 8) and Grade 10 (Year 11).





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## The location and the school

The school is located in Fuzhou, Fujian Province, and planned to open in September 2018.

President Xi served as the head of Fuzhou City and Fujian Province in the 1990s and his vision for the province still exerts significant influence on local development, including development of Binhai New City, the location of the new school.

The development of local industry in the vicinity of the new school is generally high tech – big data, Virtual Reality and Artificial Intelligence, both software and hardware development. The levels of income for families are above Fujian Province and compare favourably with other cities in China.

The school is located at Binhai New City of Changle, a district in Fuzhou city within 20 minutes ride from Changle city centre and 50 minutes ride from Fuzhou city centre, Fuzhou

International Airport, and Fuzhou Railway Station East connect to other cities across the nation and are within 15 minutes ride.

The prestigious and highly successful Education Division within Rong Qiao has a well-deserved reputation for quality education, demonstrated in their acclaimed five kindergartens in Fuzhou, offering dual language teaching in Mandarin and English.

The school's design is both generous in size and aspirational in design, on an area of 16 hectares. A unique feature is the Chinese Culture Center building.

The maximum capacity for the school size will be 2732 pupils, aged from three to eighteen, with a Kindergarten, Elementary, Middle School and High School. It is expected that during Phase 1 the school will open with 320 pupils in September 2018, among which about 80 pupils at the Kindergarten.

Pupils will take examinations in IGCSE and A-level in preparation for accessing the world's leading universities.

The selection committee and Founding Principal are seeking to appoint an outstanding candidate who is an effective, dynamic and inspirational leader, passionate and knowledgeable about Early Years education particularly within a bilingual/ international context. She or he must be an excellent teacher, and capable of delivering first-class outcomes for pupils.

As well as being a strong leader, he or she will need to possess the collegiate skills of a team-player, and be capable of assisting the Founding Principal in motivating and developing the staff. Cultural sensitivity and great communication skills are essential.

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## Key Tasks

### The key responsibilities of the Kindergarten Teacher:

- Support the vision, positive ethos and policies of the school and the aims and values of the RQSS Kindergarten, whilst setting high standards of the teaching, learning and attainment of pupils;
- Work closely with the Principal of Kindergarten and other teaching staff as part of a team, in achieving the priorities and targets in implementing schemes of work;
- Keeping abreast of educational developments in EYFS in line with the needs and developments of the school;
- Planning and preparing stimulating, challenging and enjoyable learning opportunities which take into account the curriculum of the school and the individual abilities of the pupils in the class;
- Organise the classroom and learning resources, and create displays to encourage a positive and inspiring learning environment;
- Assessing, recording and reporting on the development and progress and attainment of pupils, whilst giving immediate oral/written feedback to them;
- Motivate pupils with enthusiastic, imaginative lessons, and maintain high standards of behaviour in all learning situations;
- Communicating and consulting with the parents / careers of pupils about their child's progress in all areas.



### Other Responsibilities:

- Participate in CPD activities, INSET and staff meetings;
- Support day and residential trips to enhance and encourage the skills and experience of all pupils;
- Attend assemblies, registering attendance of pupils and supervising pupils whether before, during or after school;
- Offer extra-curricular activities to support the ethos and enrichment of the school's provision;
- Contribute to and attend whole school community events throughout the year.





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## Person specification

Candidates with previous EYFS and Primary teaching experience or Newly Qualified Teachers are encouraged to apply.

### Key qualities:

- High level of passion for EYFS teaching and innovation;
- Commitment to excellence and to be inspired to play a key role in making the development of this new school a success;
- Flexibility, drive, energy and enthusiasm;
- Approachability and a sense of humour.

### Experience and Skills:

- ECE/EYFS qualification; or NNEB Level 3 qualification or above; or be a qualified teacher with experience in Early Years. A thorough knowledge and understanding of the English Early Years Foundation Stage Curriculum and how it can be implemented through realistic and achievable planning;
- An excellent subject knowledge, and ability to inspire pupils of all abilities;
- Ability to be a good team player with a good understanding of how team work contributes to school development and improvement;
- Excellent verbal and written communication skills;
- Ability to work under pressure, prioritise tasks and manage time effectively in order to meet deadlines;
- Previous experience of working in a boarding environment, is desirable, but not essential;

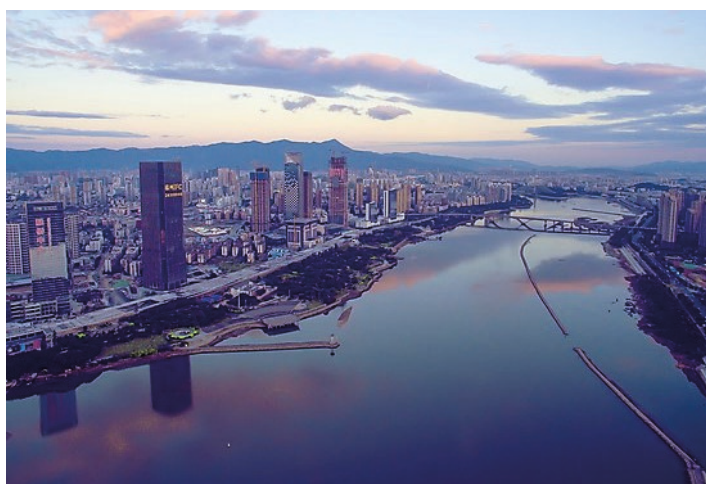
- It would be desirable for some Chinese language skills, but not essential;
- Strong understanding of welfare and safeguarding;
- Hold a current DBS (Enhanced) certificate/ or equivalent, if from outside the UK; The school is committed to safeguarding and promoting the welfare of children, and expects all colleagues to share this commitment. We are extremely vigilant in our recruitment procedures, aiming to ensure all those who work with children are appropriate to do so. We follow our safer recruitment policy each time we recruit a new individual to join our team.

*This post is subject to an Enhanced DBS check or International Child Protection Certificate.*





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## HOW TO APPLY

**Closing date: 5 January 2018 at 16:00 BST**

Candidates wishing to apply should:

- Visit the AMC website, clicking on the link 'Apply Now (for current vacancies)' and complete the online form.
- Upload a CV and covering letter (of maximum one page), to complete the application process.
- If you encounter difficulty with the online procedure, please contact: [nikki@anthonymillard.co.uk](mailto:nikki@anthonymillard.co.uk) or telephone +44(0)203 4275414.
- For an informal discussion about the post please contact Natasha Watson on +44 (0)7423 431132 or [natasha@amcteacher.co.uk](mailto:natasha@amcteacher.co.uk).
- Applications will be acknowledged and then evaluated against the selection criteria.
- The application should contain the names, addresses, email addresses and telephone numbers of three referees to include your current and past direct line manager.
- Full references will be required for the short list interviews but will only be taken when AMC has received specific consent from candidates to do so.
- Short listed candidates will be required to bring original documentation, proof of identity and certificates with them to interview.

## Anthony Millard Consulting

Anthony Millard Consulting was established in the summer of 2004 to provide the British education sector, both in the UK and internationally, with first class strategic and recruitment consultancy.

In addition to managing the search and selection of Principals, Heads, Bursars, Marketing and Development Directors, advice is provided on governance, management structures, appraisal, development planning, marketing / PR and fundraising.

Our clients range from top international and independent schools to state comprehensive schools, to public and private companies involved in education. These clients are located globally and a list of them can be found on AMC's website.

Further information is available at [www.anthonymillard.co.uk](http://www.anthonymillard.co.uk)

We have a sister company, AMC Teacher, which provides outstanding teachers to the world's top schools - [www.amcteacher.co.uk](http://www.amcteacher.co.uk)