

# MERCHISTON

S H E N Z H E N | International School  
深圳曼彻斯特通城堡学校



## MERCHISTON CASTLE INTERNATIONAL SCHOOL INFORMATION PACK FOR INTERVIEWEES



## 1 FROM THE HEAD OF SCHOOL, CHRIS LYNN

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Our new school, Merchiston Castle International School, will open in Shenzhen in August 2018. In order to welcome our very first learners through the doors for the start of their life-changing Merchiston journey, I need the right team, sharing the drive and vision to establish this new venture, at my side.

To start our school we need teachers with a 'roll-your-sleeves-up-and-get-elbow-deep' attitude to their work day. They will be dynamic souls with pioneering hearts and a collaborative spirit looking for a challenge to add zest to their vocation. Young or old, experienced expat or first posting overseas, if you join us at MCIS, you will be part of a special founding team.

The Lonely Planet Guide calls Shenzhen one of *"the most incredible Chinese cities you'll never have heard of"*. This megacity, a mere 17-minute train ride just across the border from Hong Kong, is New China at its finest and most frenetic. A sleepy fishing village only a few decades ago, Shenzhen has exploded. It is now the epicentre of Southern China's entrepreneurial spirit, a place where the world's manufacturing, technology and financial industries draw the young, hungry and innovative from all over. As a result it is also home to some of China's most exciting up-and-coming contemporary artists and performers.

You will be teaching their children.

At the heart of this megalopolis, MCIS looks to make its mark as the new gold standard in international education, blending the very best of modern western pedagogy and Scottish independent boarding school ethos with the finest Chinese educational tradition to provide a truly exceptional, transformative learning experience for its students.

If you share our simple aim *"to inspire young people to become global citizens in the pursuit of personal excellence in all things and a passion for life-long learning"* at a beautiful state-of-the-art boarding school in one of the most fast-paced, cutting-edge cities in the world, this could be the right school for you.



### Chris Lynn

*A graduate of the University College of North Wales, Bangor, Chris holds a Masters in Educational Management from the University of Bath. With experience of both the UK independent and state sectors at Alleyn's School and Chigwell School, Essex, his international service ranges from the Bahamas (Queens College Nassau) to Malaysia (Kolej Tuanku Ja'afar) and Thailand (Shrewsbury International School). Previously Deputy Head at the Dulwich College, Beijing, he joined MCIS from Nexus International School in Malaysia, where he was Head of Secondary.*

## **2 MERCHISTON CASTLE SCHOOL**

### **2.1 HISTORY**

Merchiston Castle School was founded in the centre of Edinburgh in 1828 by Mr Charles Chalmers. In 1833, under the name of Merchiston Castle Academy, the School moved to its second location, the old Merchiston Tower (now part of Edinburgh Napier University) with a total of 30 boys.



In 1930, the School moved to its present site, a 100 acre campus situated on the southern edge of Edinburgh, in the conservation village of Colinton. The buildings are surrounded by beautiful parkland, which includes extensive playing fields.

MCIS will be maintaining close links with the Edinburgh school, as it grows and develops.

### **2.2 SCHOOL ETHOS**

The Edinburgh school's ethos is based on people and relationships, and particular importance is attached to the development of personal character and moral values in the pupils. The atmosphere, although in some respects formal, is also one of pleasant and relaxed collaboration between pupils and staff and is encapsulated in the School's motto *Ready ay Ready*.



### **2.3 A NEW ERA FOR MERCHISTON CASTLE SCHOOLS**



Our new school in China carries on the tradition of care and excellence, so long established in Scotland, in an exciting new context. MCIS will offer an innovative British independent school curriculum for international students aged 5 – 18, culminating in IGCSE and GCE A Level.

The campus is designed to evoke the ethos and values of Merchiston Castle School in Edinburgh, while creating the kind of innovative learning spaces in which a truly 21st century education can take place.

### **3 SHENZHEN**

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Shenzhen is one of the most exciting new cities in China – but don't take our word for it! Here's what people have to say:

#### **3.1 TRIP ADVISOR**

[https://www.tripadvisor.ie/Travel\\_Guide-g297415-Shenzhen\\_Guangdong.html#LOCALGUIDES](https://www.tripadvisor.ie/Travel_Guide-g297415-Shenzhen_Guangdong.html#LOCALGUIDES)

#### **3.2 WIKITRAVEL**

<https://wikitravel.org/en/Shenzhen>

#### **3.3 LONELY PLANET**

<https://www.lonelyplanet.com/china/guangdong/shenzhen>



### **4 CONTRACT OVERVIEW**

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The contract and package offered at MCIS is designed to attract – and retain – a special team of innovative teachers. We are looking for both young teachers with challenging new ideas, and more experienced staff who have made things work for their students in a variety of classrooms around the world.





#### 4.1 INITIAL CONTRACT PERIOD

Initial contracts with MCIS are offered for a period of two years.

#### 4.2 SALARY SCALE FOR TEACHERS EMPLOYED ON OVERSEAS TERMS, 2018/19

It is important to note that the salary shown *is net of tax*. MCIS is responsible for meeting any income tax obligations of the teacher in China.

MCIS Step	RMB per annum
1	287,504
2	296,129
3	305,013
4	314,163
5	323,588
6	333,296
7	343,295
8	353,594
9	364,201
10	375,127
11	386,381
12	397,973
13	409,912
14	422,209

#### 4.3 COST OF LIVING

The cost of living is significantly lower in Shenzhen than in the UK. To get an idea of how the cost of living in Shenzhen compares with where you live now, see Numbeo:

<https://www.numbeo.com/cost-of-living/comparison.jsp>

#### 4.4 PLACEMENT ON SCALE

- All teachers will be placed on this salary scale
- Teachers holding a 4 Year B. Ed or 3 year subject degree and a Post Graduate Diploma or Certificate of Education from recognised awarding bodies are qualified to enter the scale at Point 1, and will earn up to 5 additional points for each year of qualified service. Therefore the highest point of entry is Point 6
- Teachers holding a 4 Year B. Ed or 3 year subject degree and a Post Graduate Diploma or Certificate of Education AND an earned Higher Degree from recognised awarding bodies are qualified to enter the scale at Point 2, and again will earn up to 5 additional

points for each year of qualified service. Therefore the highest point of entry is Point 7)

- Movement through the salary scale will take place according to satisfactory completion of the school's annual evaluation process
- Start-up positions of responsibility may be available to suitable candidates and discussed at interview

Appointees will need to provide a certified copy of their professional credentials to validate the experience shown on their resumes.

### **4.5 BENEFITS FOR TEACHERS AND THEIR DEPENDENTS**

MCIS offers a range of benefits for teachers appointed on overseas-hired terms and their dependents.

*Eligible dependents are defined as the husband or wife of a full-time teacher and up to two children of MCIS school age or younger, residing with the teacher in Shenzhen.*

#### **Travel**

- Standard economy flights for the teacher and dependent(s) are provided from the Home of Record to Shenzhen at the start of the contract and from Shenzhen to the Home of Record upon completion of the contract
- The School will also provide an annual return economy airfare for the employee and dependents by the most direct route from Shenzhen to the Home of Record.

#### **Visas and work permits**

- The cost of visas and work permits required by the Chinese government for teachers and their dependents will be borne by the school.

#### **Housing**

- MCIS will either provide appropriate housing at the School or a housing allowance in order to help the teacher find accommodation

#### **School Tuition Fee Waivers:**

- The Application Fee, Capital Development Fee and Tuition Fee associated with attendance at the School will be waived in full for the first two dependents of the teacher attending the School. The Application Fee and Tuition Fee but not the Capital Development Fee associated with attendance at the School will be payable by the Employee in respect of the third (3rd) or additional child.

#### **End of Contract Gratuity**

- The School will pay a gratuity equal to a 13<sup>th</sup> month's basic remuneration per each full year of current contract completed payable at the end of each contract period. This gratuity is in lieu of retirement contributions.

### **Professional Development Contribution**

- The School will pay for registration fees, accommodation, travel and related costs in respect of professional development activities in an amount up to RMB 9,000 per year, to be spent on approved professional development
- The School will appoint and pay a reputable relocation company the Chinese Renminbi equivalent for the cost of sea freight from the Home of Record to Shenzhen for a gross weight of 500 kg for the Employee and 150 kg for a non-teaching husband or wife, plus 125 kg per minor dependent. The same benefit applies upon contract completion from Shenzhen to Home of Record

### **Relocation/Settling-in Allowance:**

- The School will provide the Employee with a relocation/settling-in allowance. This relocation/settling-in allowance is only payable once, on commencement of employment.

### **Health insurance**

- The School will pay for the cost of health insurance which will include MCIS school-age dependents and younger living with the Employee in Shenzhen and a non-teaching husband or wife living in Shenzhen.

## **4.6 MEDICAL AND HEALTH**

### **Medical check**

- Prior to commencing duties in Shenzhen, the employee and their dependents must undertake a School medical examination with a doctor recognised by the school, at the School's expense.

### **Immunizations**

- The Chinese authorities require all people coming to China for employment to have certain immunizations, which include Tetanus, Diphtheria, Measles, Mumps, Pertussis (for children up to 6), Polio and Rubella. The School will cover the cost of these immunizations and boosters for the employee and dependents.

## **5 LIFESTYLE**



There is no doubt that life in Shenzhen is *modern oriental urban*, with all that that entails. The risk of air pollution compared to Europe is high – but the city is also home to public parks - unexpectedly green oases – museums and galleries. Care for the environment is now high on the agenda of the Chinese government and is being taken seriously by authorities at all levels.

Shenzhen offers an attractive lifestyle to both families and younger teachers – [public transport](#) is modern, efficient and varied. Hong Kong and Macau with all that they offer is just a short train or ferry ride away.



Opportunities for regional travel in China, East, South and South East Asia are tremendous: if you have never travelled in the region, you have a treat in store.

For more about living in Shenzhen see: <http://shenzhenshopper.com/>

## **6 INTERVIEWS, MARCH 2018**

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### **6.1 TIME AND PLACE**

Interviews in this round of recruitment are taking place in London, from March 21<sup>st</sup> to March 23<sup>rd</sup>.

Candidates living outside of the UK may be invited to an on-line interview conducted by Skype or similar conferencing media.

### **6.2 REFERENCES AND CERTIFICATION**

We will need to contact the referees of all candidates being interviewed. When attending interview, please do let us know of any special circumstances about contacting your referees. Referees must include a line manager from your current or most recent school.

We will need to have copies of your degree, teaching and DBS (see 6.3 below) certificates, and it is useful if copies of these are brought to interview.

### **6.3 PVG, DBS AND SAFEGUARDING**

As part of the school's safeguarding procedures, candidates must provide current, valid Protecting Vulnerable Groups (PVG) or Disclosure and Barring Service (DBS) certification, or



similar official documentation. Historic certification from other countries in which you have worked will also be required.

### 6.4 INTERVIEW TEAM

March interviews in London are being conducted by the following team:

- Sophie Brookes
- Paul Cabrelli
- Andy Homden
- Jan Homden
- Val Jones

*Sophie Brookes is Head of Juniors at MCIS. Paul Cabrelli is the Lead Educational Advisor to MCIS. Andy Homden, Val Jones and Jan Homden of Consilium Education are recruitment advisers to MCIS*

### 6.5 OFFERS

We will be making our first offers to candidates during the week that follows the London interviews, which end on Friday March 23<sup>rd</sup>. Our aim is to have this stage of our recruitment, with formal Letters of Intent signed by all parties, completed by April 6, 2018.

## 7 THANK YOU

Thank you very much for your interest in Merchiston Castle International School: we are looking forward to the possibility of meeting you at one of our interview venues in the coming weeks.

Paul Cabrelli and Andy Homden

February 23<sup>rd</sup> 2018

PLEASE CLICK ON THE IMAGE BELOW  
TO VIEW THE NEW MCIS VIDEO



PLEASE CLICK BELOW TO FIND OUT  
ABOUT THE MERCHISTON APPROACH

