



# Information for Candidates

*Secondary*



## Why British College La Cañada?



British College La Cañada is located in La Cañada (Valencia) - a beautiful urbanisation north-west of the city of Valencia. From our recently built primary and secondary buildings you have stunning views of the mountains, normally accompanied by bright blue sky! Valencia's proximity to the Mediterranean Sea is one of the high points of life in Spain's third largest city. Located along a coastline rich in top quality beaches, living in and around Valencia

you will enjoy fabulous Mediterranean climates.

British College La Cañada is situated within a large, leafy location approximately 15 kilometres from Valencia city centre. The area enjoys good transport links, and offers several options to travel to and from the city. Valencia airport is situated only 7 kilometres from the school, and the metro line has two stations: one in La Cañada town centre and one in the northern part of La Vallesa. Both are situated roughly 2.5 kilometres from the school. Most members of staff drive to work; for those who do not have their own car, arrangements are made amongst staff to carpool and share lifts (staff arrange amongst themselves to cover petrol costs). Only a stone's throw from Valencia city centre, La Cañada's peaceful surroundings, clean air and natural environment make this an attractive outlying town in which to work.

## Who are we?

***"BCLC is an inspirational school where children are encouraged to reach their full potential through a nurturing environment."***

British College La Cañada is a non-religious, vibrant and modern private school that opened in September 2008. The school has a forward-thinking, dynamic ownership and management team who are 'hands-on' and actively involved in the day-to-day running and improvement of the school's facilities, as well as the academic and personal progress of its young people. The school is deeply passionate about driving high standards and works relentlessly to cultivate and retain talented and experienced teachers to deliver and embrace its passion, determination and 'thirst' for academic excellence. We believe that it is fundamental for us all to share the same values, as this will ensure the success of our pupils. We hope to create a happy and efficient school, where special relationships between students and staff will allow all pupils to develop their self-esteem, self-confidence and respect towards others.

## Mission Statement:

British College La Cañada provides a safe and secure learning environment where pupils develop their motivation for learning through ensuring they are exposed to everyday active and relevant experiences. We provide the best possible British Education with high academic expectations whilst ensuring that all pupils achieve their potential through developing their independence as unique individuals. We will reward and value the process as well as the result. Through collaboration with parents and carers we nurture confident learners who are comfortable with who they are and what they think and say, resulting in a community of lifelong learners who can contribute with confidence to our global community. They will develop diverse and transferable skills and attributes to fulfil their academic, emotional, creative and physical potential.

## Vision:

To prepare confident, well rounded and responsible lifelong learners who will become pioneering and inspiring forces in their homes, communities, and the world.

*“Learning together....Achieving together”*

## At British College La Cañada we also have these basic principles:

1. To provide a command of the **English language** as a fundamental instrument, both in the present and the future, and in this way be recognised as a school which reflects its British origins.
2. **To give an education in fundamental values**, which will both strengthen and benefit the pupils' interpersonal relationships in any environment.
3. **To use sport** as a means of encouraging regular physical activity, team spirit, trying one's best and knowing how to accept defeat as well as victory.
4. **To educate the pupils in manners and good habits**, providing them with the ability to behave correctly in all situations throughout their day to day lives.

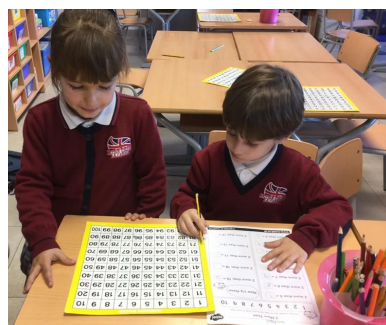


### **How is the school organised?**

The school consists of three main buildings: an infant building, a two storey primary building and a three storey secondary building. The school has a two (and in some cohorts a three) form entry from Nursery, through to Foundation, Key Stage 1, Key Stage 2 and Key Stage 3 & 4. The school opened its secondary building later in September 2015 with brand new, state-of-the-art facilities and glass wall classrooms. At present, we have approximately 700 pupils on roll and, when at full capacity with Sixth Form, we will accommodate up to 800 pupils across Primary and Secondary. The children are mainly from Spanish speaking families, so the only English most of them get is at school. There are approximately 26 children to each class and in Foundation Stage there are two staff per class, a teacher and a T.A. Within Key Stage 1 and 2 there is an assistant that is shared between the two classes. In Secondary, pupils benefit from a personal tutor who oversees their day-to-day personal and academic wellbeing matters.

There are sports courts and playgrounds, along with a swimming pool, sports' hall and theatre. The school has an independent dining room with its own kitchen. The school is at an exciting point in its growth and development as we continue to expand our cohorts up to Year 13; subsequently, facilities are being updated and new facilities and resources are being built. In September 2016, we opened our underground sports' hall and we have recently invested in two further outdoor sports spaces.

To achieve our vision we look to recruit high-quality, passionate teachers to join our excellent team. Our goal is to recruit, mentor and continually develop the professional knowledge of our teachers to the highest standards. Our teachers come here to learn, grow and enhance their skill-sets in a supportive environment, with the aim of staying long-term.



### **What do we offer?**

We offer all teaching posts a permanent. All teaching staff work from September - June, enjoying along summer holiday in July and August. Spanish income tax is deducted automatically, staff do not need to worry about organising this and the school makes full social security payments for all staff, meaning that teachers have immediate access upon registering as a resident to health care services in Spain. There are no fees for staff's children but there are charges per child for lunch, uniform, excursions and materials, the school offers generous discounts to staff. All teachers receive a hot buffet meal at lunch, where vegetarian, vegan and other dietary needs can be met.

Additionally, we offer ongoing internal continual professional development sessions in school and opportunities to extend and develop teaching your skills at our external British schools in Spain conference that is held in various Spanish cities annually. Help and advice is also given to find suitable accommodation, as well as completing all of the paperwork requirements for a move to Spain. We want our new teachers to feel happy and secure in their new home city and workplace; therefore, we will provide new teachers with a peer mentor to help with the settling in process. They will be on hand to offer friendly, peer to peer, advice and support to do with matters relating to school procedures and ethos, places to see and visit, or even where to find the cheapest beer and tapas!

### **What are the conditions of service?**

The conditions of service are determined by the Spanish national agreement for private schools, known as the 'convenio'. The annual gross salary for Secondary Teachers by the *convenio* is 24,108 Euros. However, at British College La Cañada we offer a competitive salary for this region of Spain and all Secondary teachers begin their first year with a salary 25,000 Euros per annum. This year we have also introduced an incentives scheme and from September 2020 we will be introducing salary increments that reward years of commitment and service to our school. These increments will be made upon successful completion of a satisfactory end of year appraisal.

| <b>BCLC Secondary Pay Scale</b> |             |                         |                      |
|---------------------------------|-------------|-------------------------|----------------------|
| Years of Service                | Base Salary | Addition to base salary | Total Salary (gross) |
| Introductory year               | 25.000 €    | - €                     | 25.000,00 €          |
| 2                               | 25.000 €    | 600 €                   | 25.600,00 €          |
| 3                               | 25.000 €    | 1.000 €                 | 26.000,00 €          |
| 5                               | 25.000 €    | 1.500 €                 | 26.500,00 €          |

The monthly net income depends on a teacher's personal "fiscal" situation. In Spain, the tax rate will vary from 2% to 13% and other social contributions are taken at a low percentage. As part of the convenio terms and conditions, there is a staff meeting once a week (from 5.00 pm until 6.00 pm) after school and parents' evenings are held in the first and second terms, teachers maybe required to stay for two parents evenings per term. All teachers are expected to do break and lunch duties on a timetabled basis.

There are usually between 175 and 180 teaching days a year; in addition to the 'convenio', the school pays the full months of July and August, whilst teachers are not required to work the July Summer School, teacher that opt-in to working 2 weeks are paid an additional 35% on top of their salary. Whilst there are no scheduled half-termly holidays, living in Spain you will benefit from a generous number of national and local bank holidays and long weekends (known as 'puentes'). Furthermore, working at British College La Cañada, there are



Christmas and Easter breaks (between 1.5/2 weeks each) as well as holidays for Valencia's explosive 'Fallas': a celebration of traditional Valencian costume, food, music, poetry and gigantic effigy burning sculptures - recently honoured as a World Heritage festival by UNESCO. Moreover, the school is a member of the National Association of British Schools in Spain and the full primary school recently passed the BSO (British Schools Overseas) inspection. Appointment to any post will only be confirmed once relevant police checks and reference requests have been completed satisfactorily.

## **Living in Valencia**

Accommodation in Valencia city is approximately 600 euros per month for a 2 bedroom flat. Living right in the city centre may cost considerably more, whilst living in the suburbs or villages surrounding Valencia is a cheaper option.

Useful websites to start your research are: [www.idealista.com](http://www.idealista.com) , [www.pisos.com](http://www.pisos.com) and [www.fotocasa.es](http://www.fotocasa.es) . These interactive websites will give new recruited teachers an idea of area, cost and quality of



accommodation in and around the Valencia region. We also recommend newly recruited teachers to visit Valencia and spend the day with us to get 'a feel' for their new home and workplace! Another useful website to gauge impressions of where to live is [www.airbnb.es](http://www.airbnb.es) - all these sites should have mobile apps for ease of use.

## **Cost of living**

In Valencia's historic centre, for example, renting a small flat could cost 600 euros a month or more (this is living by yourself), if you choose to share that could reduce in price considerably. Internet and mobile phone tariffs vary but would cost on average 50 euros a month, on top of this there will be water, electricity and possibly gas bills, depending on how the flat is organised. Most letting agents in Spain require a deposit (the bond), plus an initial month's rent as well as one month's rent equivalent as the agency fee.

Please bear this in mind as you could need three times the rental price prior to moving in! Water is around 60 euros every two months and gas and electricity will vary depending on the property/ size of the family.

**British College La Cañada - General Person Specification – Primary / Secondary Teacher**

|   | <b>Essential</b>  | <b>Desirable</b>   |
|---|---|--|
| <b>Qualifications</b>                               | <p>UK Degree (B.Ed, B.A, MSc, MA, MSc)</p> <p>UK Teaching certificate with UK QTS (PGCE).</p> <p>Native speaker of English.</p> <p>Evidence of relevant continuing professional development</p>   |  |
| <b>Experience</b>                                   | <p>Minimum of 1 year teaching in Primary / Secondary school.</p> <p>Must have passed NQT year.</p> <p>Experience of teaching the National Curriculum of England &amp; Wales, Scotland / Northern Ireland.</p>   | <p>Experience of a British International School.</p> <p>Ability to live abroad for longer than 1 year.</p> |
| <b>Professional knowledge</b>                       | <p>Ability to teach reading and writing effectively.</p> <p>Ability to teach numeracy skills effectively.</p> <p>Excellent subject knowledge and understanding of the British Curriculum.</p> <p>Ability assess, track and report on progress.</p> <p>Up to date safe-guarding training</p>   | <p>Experience of assessing without levels.</p>   |
| <b>Professional / personal skills and abilities</b> | <ul style="list-style-type: none"> <li>• A positive and enthusiastic disposition.</li> <li>• A highly effective classroom practitioner.</li> <li>• Ability to plan effectively to promote student learning.</li> <li>• Be a role model for positive behaviour management.</li> <li>• Ability to use a range of teaching and learning strategies for whole classes, individuals and groups which stimulate, challenge and engage students.</li> <li>• Ability to set clear and appropriate targets and provide feedback to students.</li> <li>• Make use of assessment information to plan future lessons and promote students attainment.</li> <li>• Have high expectations of children's learning and behaviour.</li> <li>• Have proven ability of effective behaviour management of primary children.</li> <li>• Ability to be flexible and resilient.</li> </ul> | <p>Ability and/or willingness to speak or learn Spanish.</p>   |

## **Job description- Teacher**

### **General Purpose**

To plan, organise and implement an appropriate instructional program in a learning environment that guides and encourages students to develop and fulfill their academic potential.

### **Main Job Tasks and Responsibilities**

- plan, prepare and deliver instructional activities that facilitate active learning experiences;
- develop and update schemes of work and lesson plans in line with school and national documents;
- establish and communicate clear objectives for all learning activities;
- prepare classroom for class activities;
- work with others to plan and coordinate work;
- provide a variety of learning materials and resources for use in educational activities;
- identify and select different instructional resources and methods to meet students' varying needs;
- instruct and monitor students in the use of learning materials and equipment
- use relevant technology to support instruction;
- observe and evaluate student's performance and development;
- assign and mark class work, homework and tests according to the school Marking Policy, please see Primary and Secondary policies for further details;
- provide appropriate feedback to pupils on work again according to the school's policies;
- encourage and monitor the progress of individual students, through **IEPs** if necessary;
- maintain accurate and complete records of students' progress and development;
- update all necessary records accurately and completely as required by laws, district policies and school regulations;
- prepare required reports on students and activities;
- manage student behaviour in the classroom by establishing and enforcing rules and procedures;
- maintain discipline in accordance with the rules and disciplinary systems of the school;
- apply appropriate disciplinary measures where necessary;
- perform certain pastoral duties including but not limited to student support, counseling students with academic and/or personal problems and providing student encouragement;
- participate in department and school meetings, parent meetings;
- communicate necessary information regularly to students, colleagues and parents regarding student progress and student needs;
- keep up to date with developments in the UK, subject area, teaching resources and methods and make relevant changes to instructional plans and activities;
- assisting the Head of Studies to cover classes when other teachers are absent;
- perform playtime and lunchtime duties.
- maintain their classroom clean and tidy so that it is an example for the children and the school, in accordance with the section on classroom organisation and displays;
- to support in other classes and work closely with colleagues across other year
- work in groups in order to enrich academic achievements;
- to classify and maintain control of books that they have in the classroom in order to loan out library books