WELLINGTON
COLLEGE
EDUCATION

Job Description

Primary Class Teacher

ABOUT US

We are Learners, Connectors and Changemakers

At Wellington College Education (China), we offer a pioneering education to serve and help shape a better world. We inspire our children to be the best version of themselves, to take pride in where they come from and to be the change they wish to see in the world.

The Wellington College, United Kingdom (TWC)

Wellington College in England was founded by Queen Victoria in 1859 as a national monument to Britain's most renowned military figure, the Duke of Wellington. Over 160 years later, the College is one of the most respected schools in the United Kingdom and one of its greatest educational institutions – pioneering, innovating, and transforming education for girls and boys.

Wellington College Education (China) (WCEC)

Wellington College Education (China) is part of Wellington College Education, a global network of schools united by a 160-year history of excellence with roots in the UK. We operate premium international schools under the Wellington brand and bilingual schools under the Hiba brand. We currently have six campuses in four cities in China, including Tianjin, Shanghai, Hangzhou and Nantong, with a school soon to open in San Francisco as well. Together, our schools serve more than 5,000 pupils.

Guided by a shared vision of pioneering education to serve and help shape a better world, we are an inclusive community of unique individuals with passion, integrity and a commitment to our pupils and each other. Grounded in our five core values, we are a workplace where ideas are realised, bonds are forged and futures can be shaped together as one team, one family.

WCEC Central Office

To support our schools in achieving excellence, a group of senior leaders in the Central Office set standards and strengthen operations. The Central Office provides expertise in human resources, finance, legal, marketing, facilities, academics and more. It provides support for schools within the organisation while leading new projects in China and beyond, from the design to curriculum development to pre-opening, the team plays a vital role across the organisation.

Working for Wellington College Education (China)

WCEC is an inclusive community of unique individuals with passion, integrity and a commitment to each other. Grounded in the Wellington Values, we are a workplace where ideas are realised, bonds are forged and futures can be shaped together.

We empower our employees to grow, with a confidence that inspires our colleagues, opens new opportunities and adds real value to everything we do.

At Wellington, we are our people, and we pride ourselves on the care and opportunities we provide to our employees. Over 50% of our most senior leaders are promoted internally. We offer an exceptional range of learning and development opportunities. These include our internal and external coaching programmes, the WCEC High Potential Leadership Programme and a wide range of academic and non-academic training courses designed to take employees through to middle leadership, senior leadership and beyond. To view our full directory of learning and development opportunities, please see the WCEC Course Directory.

Wellington College Education (China) has been awarded the HR Asia 'Best Companies to Work for in Asia' Award for 6 years running.



Premium schools with small class sizes and generous non-contact time



Personalised professional development pathways



Named one of HR Asia's 'Best Companies to Work for in Asia' 2020–2025



Generous salary and benefits

Role Description

JOB TITLE

Primary Class Teacher

DEPARTMENT

Primary School

LOCATION

Shanghai

SUPERVISOR

Head of Year / Head of Primary

OBJECTIVES

Wellington College International Shanghai is a high-performing British international school, committed to providing an exceptional education and a rich, well-rounded experience for every pupil. As a premium international school, we maintain high expectations of academic achievement, professional standards and the contribution of colleagues to the wider life of the College.

The Primary Class Teacher is responsible for delivering high-quality teaching and learning within the Primary School (Years 2–6), ensuring that pupils are appropriately challenged, supported and inspired to achieve their potential.

The postholder will maintain high standards of academic rigour, pastoral care and professional conduct, contributing actively to a collaborative and ambitious school culture. Teachers are expected to participate fully in the life of the College, supporting its academic, pastoral and co-curricular programmes and modelling the Wellington Values in their work and relationships.

KEY RESPONSIBILITIES

Teaching and Learning

- Plan and deliver engaging, purposeful and appropriately challenging lessons that reflect the College's curriculum and high expectations for teaching and learning.
- Maintain high standards of academic rigour, pupil achievement, behaviour and classroom conduct, establishing a positive and purposeful learning environment.
- Use effective assessment practices and pupil performance data to monitor progress, identify learning needs and inform teaching and intervention.
- Adapt teaching to meet the needs of pupils with different abilities, backgrounds and learning profiles, including pupils learning English as an additional language.
- Develop pupils' independence, curiosity, confidence and critical thinking through a balanced approach to explicit instruction, guided learning and appropriate opportunities for exploration.
- Work collaboratively with Heads of Year, curriculum leaders, teaching assistants and colleagues to ensure coherent planning, consistent standards and effective curriculum delivery.
- Maintain a stimulating, inclusive and well-organised classroom environment that supports learning, pupil wellbeing and positive relationships.

Pastoral Care and Pupil Development

- Take responsibility for the pastoral care, wellbeing and personal development of pupils within the class, establishing positive relationships based on trust, respect and high expectations.
- Promote excellent standards of behaviour, responsibility and conduct, consistently modelling and reinforcing the Wellington Values.
- Recognise and respond appropriately to individual pupil needs, working closely with pastoral leaders, pupil support colleagues and families where necessary.

- Contribute to a positive and inclusive school culture in which pupils feel safe, valued, challenged and supported to succeed.
- Maintain the highest standards of safeguarding, adhering to College policies and reporting concerns promptly through established procedures.

Professional Collaboration and College Contribution

- Engage proactively in continuous professional development, including coaching, professional learning, reflection and the ongoing improvement of teaching practice.
- Contribute actively to the development and implementation of school programmes, curriculum initiatives and shared approaches to teaching and learning.
- Participate fully in the wider life of the College, including school events, assemblies, House activities and community initiatives.
- Be actively involved in the College's co-curricular activities (CCA) programme, offering activities that contribute to the rich range of experiences available to pupils.
- Maintain clear, timely and professional communication with parents, colleagues and relevant stakeholders, fostering constructive partnerships that support pupil learning and wellbeing.
- Work collaboratively and constructively within year-group and wider school teams, demonstrating shared responsibility for the standards, culture and success of the Primary School.

PROFESSIONAL AND OTHER RESPONSIBILITIES

- Uphold the highest standards of professional conduct, reliability, integrity and personal presentation, in accordance with College policies and expectations.
- Model the Wellington Values of Kindness, Responsibility, Respect, Courage and Integrity in professional practice, relationships and decision-making.

- Maintain appropriate professional boundaries, confidentiality and safeguarding responsibilities at all times.
- Fulfil supervision, administrative and other reasonable professional duties, ensuring compliance with College health and safety requirements.
- Contribute positively to the College's culture of teamwork, accountability, professional growth and continuous improvement.
- Undertake other reasonable responsibilities commensurate with the role, as directed by the College leadership.

BASIC QUALIFICATIONS AND EXPERIENCE

Essential

- A bachelor's degree and recognised teaching qualification, including QTS or an equivalent recognised teaching certification.
- A minimum of four years' successful teaching experience, preferably within a Primary or comparable educational setting.
- Strong knowledge of effective Primary teaching, curriculum planning, assessment and classroom practice.
- Demonstrated ability to establish high expectations for pupil learning, behaviour and achievement.
- Experience of adapting teaching to meet a range of learning needs, including supporting pupils who use English as an additional language.
- Ability to work effectively with teaching assistants and colleagues within a collaborative teaching environment.
- Strong communication, interpersonal and organisational skills.
- A sound understanding of safeguarding responsibilities and a commitment to promoting pupil wellbeing.

Desirable

- Experience teaching in Upper Primary (Years 4–6).
- Demonstrated expertise or experience in one or more core curriculum areas (mathematics, English, Chinese, humanities or science).
- Experience teaching the English National Curriculum or a comparable international curriculum.

- Previous experience working in a British international school or similarly high-performing educational environment.
- Experience contributing to co-curricular activities, pastoral initiatives or wider school development programmes.

Professional Attributes

The successful candidate will demonstrate:

- **High expectations:** A commitment to academic excellence, consistent standards and the progress of every pupil.
- **Professional integrity:** Sound judgement, reliability, accountability and a willingness to uphold College expectations.
- **Collaboration:** A positive and constructive approach to working with colleagues, pupils and families.
- **Adaptability:** The flexibility and professional curiosity to respond to the needs of a dynamic international school community.
- **Commitment to growth:** A reflective mindset, openness to feedback and genuine engagement in professional learning.
- **Contribution to community:** An understanding that teaching at Wellington extends beyond the classroom and includes an active commitment to the wider life and culture of the College.

As an employer of choice, Wellington College Education (China) is committed to making professional learning and personal development central to its ethos and approach. WCEC fully recognises its responsibilities for safeguarding children. Our safeguarding policy applies to all staff, governors and volunteers working in the Group.

Be You.
Be The Difference