



# Employment Information

[www.bst.ac.jp](http://www.bst.ac.jp)

**BST was established in 1989 and is committed to providing a British-style international education of the highest quality.**

Located at the heart of one of the most exciting cities in the world, the school's strong reputation for high quality holistic education is well established and it is a truly international co-educational school with over 1,300 students aged between 3 and 18, representing over 60 different nationalities.

The Primary School is flourishing, and a new state of the art, central Tokyo primary school campus with outstanding facilities opened its doors in August 2023.

The Secondary School, housing extensive facilities, is conveniently situated and forms part of an expanding educational hub on the leafy campus of Showa Women's University.

The school is well known internationally for its high academic standards, for the care they take with each individual student of any ability, and for the positive, multicultural environment provided for learning and play.



We look to nurture each student's unique potential and strive to help them create a strong sense of self, built around purpose and passion.

## Campuses, Classrooms & Facilities

BST operates on two campuses. The Primary School is located at Azabudai Hills, a step away from the famous Tokyo Tower; while the Secondary School is situated on an extensive university campus at Sangenjaya, only two stops from Shibuya.

Classrooms at BST are all equipped with state of the art technology, and there are a number of laptop/iPad sets on both sites for student use. Specialist facilities include art & design and photography rooms, drama studio and well-appointed music rooms. At both campuses, there are excellent PE, swimming and outdoor learning facilities. For Year 12 and 13 students there is also a dedicated study area.

Maximum class sizes range from 20 in Nursery and Reception, to 22 in Year 1 and above.



## Clubs & Activities

BST's curriculum is complemented by a vast array of clubs which cater for interests in sport, art, music, and languages as well as other creative areas such as cooking, urban farming, app writing and dancing. The school also runs opportunities for academic extension and is a member of the Kanto Plains Association of Secondary Schools, which gives our students access to a variety of competition events, from speech contests to sports tournaments.

All students from Year 1 onwards take part in the BST Outdoors residential programme which generates much enthusiasm and excitement throughout the school. For Secondary School students, this is an opportunity for many of the older children to participate in the Duke of Edinburgh International Award scheme. Taking learning outside of the classroom is a key part of education at BST.



# 1300+

Over 1,300 students are enrolled at BST, representing over 60 nationalities.

**Years 12 & 13:** 130 students. The school is currently working to transition to the International Baccalaureate Diploma Programme (IBDP) for students in Years 12 and 13.

**Years 10 & 11:** 150 students, all of whom are preparing for International General Certificate of Secondary Education (IGCSE/GCSE) examinations (Edexcel & CIE).

**Years 7-9 [Key Stage 3]:** 270 students. A bespoke curriculum based on the National Curriculum of England, with a focus on IGCSE material in Year 9.

**Years 1-6 [Key Stage 1 & 2]:** 660 students. A challenging curriculum designed to give a balanced educational experience.

**Nursery and Reception:** 110 students. Covering seven areas of learning and development exploring children's views and interests as part of the Early Years Foundation Stage framework.

## Accreditations, Inspection & Memberships

- **COBIS** (Council of British International Schools): Patron's Accreditation
- **CIS** (Council of International Schools): Member
- **FOBISIA** (the Federation of British International Schools in Asia): Member
- **JCIS** (Japan Council of International Schools): Member
- **IAPS** (Independent Association of Prep Schools): Member
- **ISI** (Independent Schools Inspectorate): DfE BSO approved
- **BTEC** (Business and Technology Education Council): Approved Centre
- **ASDAN** (Award Scheme Development and Accreditation Network): Member

## Leadership

**Principal of the School**  
Mr Ian Clayton  
**Head of Primary School**  
Ms Eleanor Loran  
**Head of Secondary School**  
Mr Stewart Brown

**Deputy Head of Primary**  
Ms Hannah Pinkney  
Ms Nicola Hill  
**Deputy Head of Secondary**  
Mr Omar Murtaza  
Mr Duncan Grey

## Primary PE Teacher

**Job Title:** PE Teacher

**Reporting to:** Director of Sport & Head of Primary P.E.

BST is looking to recruit an outstanding specialist Physical Education Teacher for August 2025.

The British School in Tokyo seeks to appoint a teacher who aspires to excel within the Primary School phase following the school's teaching and learning policies and holistic approach to PE and Sport. They will be expected to contribute to our extensive Primary School extra-curricular sports programme and have a proven track record of teaching PE and Swimming throughout the school from EYFS to Year 6.

The candidate will love working with children; want to collaborate with the department to implement department strategies, initiatives, and curriculum to lay firm foundations of physical activity, personal fulfilment, and lasting happiness in all students; and understand the hard work required to make a successful department. You must be willing to commit to the extra-curricular life of the school. We welcome applicants from various backgrounds and experiences however candidates with strong experience and backgrounds in swimming are encouraged to apply.

It is an exciting time for our Primary campus having recently moved to a state-of-the-art purpose-built campus in the heart of Tokyo. Our facilities include 2 astro pitches, 1 indoor sports hall and a 25m, 6-lane swimming pool. The right candidate will be able to inspire and motivate our diverse range of students from around the world.

### **We require:**

- A fully qualified teacher
- A knowledge, understanding and experience of teaching P.E. across all Primary Key Stages
- Experience and confidence in teaching swimming to a wide range of abilities is essential (from non-swimmer to club swimmer)
- An interest in the latest pedagogical approaches to teaching and learning, particularly concept-based
- A passion for your subject and a genuine care for the wellbeing of young people
- Willingness and ability to take on an extra-curricular role, take and support fixtures both weekdays and on occasional weekends
- Determination and ability to supply the best educational experience in the world
- Experience of taking teams (boys and girls) in football, basketball and striking and fielding games is desirable.

## **Benefits Package for Expatriate Teachers 2024-2025**

- Initial 2-year contract. Renewable thereafter if mutually agreed.
- Starting salary as indicated on the Employment Contract (Adjustments are made according to experience and qualifications).
- School-subsidised part-furnished apartment in central Tokyo. Detailed conditions and regulations set out in the BST Policy document “Provision of School Accommodation.”
- Standard U.K. term dates (181 teaching day calendar), plus non-teaching days (up to 20 days).
- Annual Travel Allowance for you, your spouse and dependent children. Detailed conditions and regulations set out in the BST Policy document “School Funded Travel & Freight” (not in final year). Please note this is a taxable benefit under Japanese tax regulations.
- Relocation flight for you, spouse and dependent children at start and end of contract (amounts and limitations set out in the BST Policy document “School Funded Travel”).
- Freight allowance for personal effects (amounts and limitations set out in the BST Policy document “School Funded Freight”).
- Annual gratuity payment made in June of each academic year.
- Additional 5% of basic salary towards personal pension.
- Medical insurance cover through the Japanese national insurance system for you, your spouse and dependent children.
- Commutation allowance covering actual costs of daily journey to and from school.
- Japanese Pension system lump sum withdrawal – up to five years’ worth of contributions into the Japanese pension scheme are usually available as a lump sum payment when you leave Japan within 10 years (subject to conditions).