



DENLA BRITISH SCHOOL
BANGKOK

INFORMATION PACK for the post of HEAD OF MANDARIN (WHOLE SCHOOL)



August 2018

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Introduction

Located in the province of Nonthaburi approximately 45 minutes north of central Bangkok, Denla British School (DBS) opened for its first full academic year on the 28th August 2017. Initially enrolling children aged 3–11 (Early Years 1 to Year 6), DBS will extend to Year 8 in 2018, and then to Year 13 in future years. At capacity, the School will have approximately 1600 pupils. Since our launch, DBS has attracted a significant amount of interest from local families, with enrolment continuing to grow.

Using the history, traditions and track record of the UK independent school sector as our model, DBS is structured in the following way:

Pre-Prep: EY1– Year 2

Prep: Year 3 – Year 8

Senior School: Year 9 – Year 13

The Unique DBS Vision

DBS has a distinctive character, and provides excellent all-round education in a positive, happy community.

The School's vision is to **nurture future leaders** through:

An Enhanced British Curriculum

Our enhanced British curriculum integrates a progressive and rigorous academic curriculum with a fulfilling and diverse co-curriculum. By combining these elements, students benefit from an extended school day and the opportunity to develop as able, well-rounded young people. Our enhanced British curriculum ultimately prepares students for IGCSEs and A-Levels.

Academic Excellence for All

With the encouragement and support of dedicated teachers, students benefit from a personalised approach to teaching and learning that encourages them to reach their highest levels of achievement. Our motto, ***Semper Ad Maiores*** (***always to greater things***) embraces challenge and we want all Denla British School students to be fully engaged in their learning, work hard and excel.

Entrepreneurialism

The demand for young people with an entrepreneurial mind-set is continuously increasing. The global economy that today's young people graduate into necessitates individuals who are business-minded, problem-solvers, strong leaders, and excellent team players. At Denla British School, experiential learning helps students to develop these skills and introduces them to the concept of entrepreneurship.

Preserving Thainess

We are committed to preserving the "Thainess" of our society, by placing importance on Thai language, culture, and arts. We also value the need to teach our students the importance of respect, thoughtfulness, considerateness, kindness, generosity and mindfulness. Our students benefit from the rigour and breadth of an enhanced British curriculum, without losing their strong links to Thai culture.

The Denla Story

Denla British School builds on Denla Schools' existing tradition of providing outstanding education within Thailand. Our first school, Denla Kindergarten, was established in 1979 with the aim of providing quality, caring education for young children. Denla Rama V, our second school, opened in May 2006 to meet ever increasing demand. Today, Denla Schools are proud to provide nursery and kindergarten education for approximately 3,000 children from 2 to 6 years of age.

Denla have built up an enviable reputation on the strength of our leadership, our vision and mission, the diligence and loyalty of our 600 staff and the achievement of our students. Denla Kindergarten children often gain scholarships at their destination schools.

We have now reached another very exciting moment in the history of Denla Schools following the opening of Denla British School. The School remains true to the 'Thainess' of Denla's ethos and blends this with an exciting, international outlook, grounded in the strength and tradition of a UK independent day school style education. Denla British School enhances an already strong Denla community, which engenders lasting friendships, care for one another and a commitment to quality.

Following an extensive international recruitment search, the Board of Denla British School is delighted to announce the appointment of Mr. Mark McVeigh as the School's next Principal from August 2018. Mark has extensive leadership experience in top flight UK and international independent schools, including Marlborough College in Wiltshire, and Marlborough College Malaysia.

Our Approach to the Curriculum

Our curriculum is based on the best practice models of UK independent schools and the National Curriculum for England. Our rigorous but broad core curriculum prepares students for the academic demands of GCSE/IGCSE and A-level. This is complemented by an integrated co-curricular programme that ensures students develop the interests and skills they need to lead successful and fulfilling lives at university and beyond.

We offer children a breadth of experiences in a diverse range of subjects, from the traditional academic subjects through to visual and performing arts, and sport, allowing each student to discover for themselves their passions and interests. We recognise the importance of world languages and provide sufficient curriculum time for students to become proficient in English and Mandarin, as well as extend their expertise in Thai language. Our specialist teachers, with their superb subject knowledge, support each child in fulfilling their passion and nurturing their talent. From Year 5, all subjects are taught by specialist teachers and prep time is an integral part of the School day.

Our school day starts at 8.00am and finishes at 3.30pm for children up to the age of 7 and 4.50pm for students in the Prep School. The main curriculum is further enhanced by a weekly programme of extra-curricular activities, held either at the end of the school day or on Saturdays, and through holiday programmes.

The DBS Campus

The School's campus extends across a spacious 18 acres, and is situated in an upper middle class community, where many restaurants, shopping malls and other facilities can be found.

The state of the art buildings have been designed to provide an inspirational teaching and learning environment and provide students of all ages with access to an array of premium facilities. The first phase of the building programme is now complete and constitutes the main Pre-Prep and Prep School buildings that house a superb range of specialist facilities including:

Indoor Facilities

Early Years Centre
Science Labs
Mac Suite
Music Centre
2-D and 3-D Art Rooms
Maker Space/Design Technology
Library
Indoor 25m and 12m Learner Pools
Sports Hall
Dance and Fitness Studios.
A 200-seat Theatre
76sqm Classrooms
Dining Hall

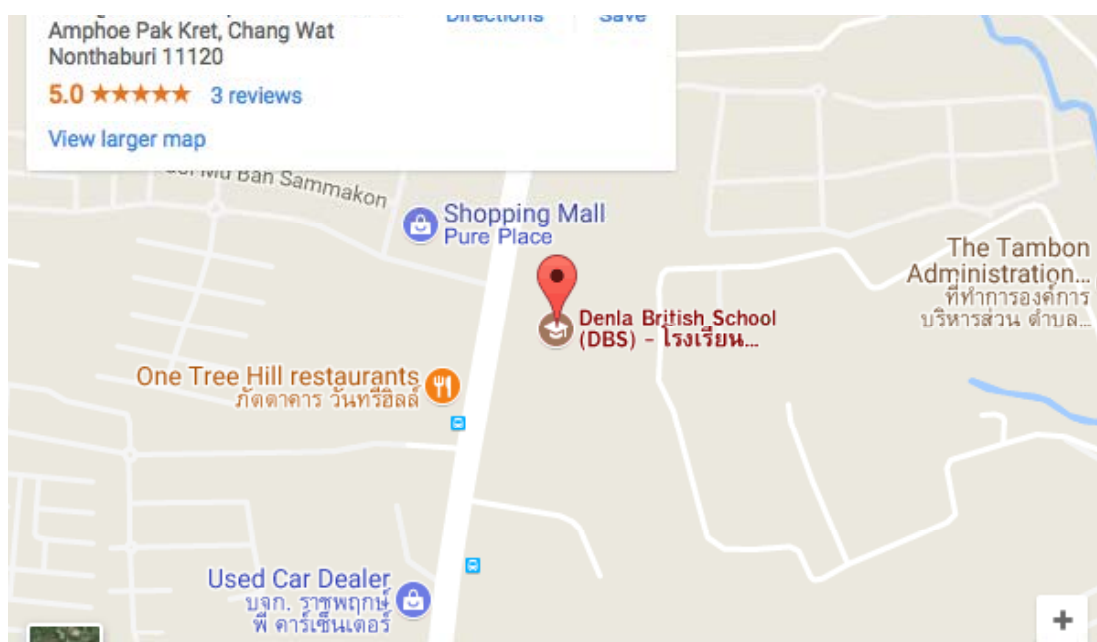
Outdoor Facilities

Full Size Football Pitch
400m Running Track
3 Tennis Courts
Golf Training Area
Basketball Courts
The DBS Garden
Play Areas



The Senior School buildings will be delivered in the second phase of works and have been planned to include for an equally impressive array of specialist teaching and learning spaces that will promote the most contemporary ways of curriculum delivery. The campus also includes on-site staff accommodation that includes a swimming pool, gym and gardens.

Location



Lifestyle



It's easy to say that the thing I love most about Thailand is Thai food. But then I'm reminded of that feeling of freedom during a motorcycle trip upcountry. And of the sensory overload of a busy morning market – or a night out in Bangkok. And of encounters with history and culture, the new and the old, at just about every turn. Did I mention the white-sand beaches, jungles, ancient ruins and Buddhist temples? Indeed, the food satisfies – but on second thought, Thailand offers so much more. ”

Austin Bush, Writer, 2016

Staff at DBS enjoy an excellent lifestyle. Bangkok has a tropical climate, so it is warm all year around. The staff community is strong, friendly and very supportive. The area around the school has all the amenities needed for daily life, and the buzz of downtown Bangkok, with its many attractions, is 45 minutes away. Thai people are amongst the most friendly, serene and helpful in the world. Thai cuisine is delicious. Thai is the official language of the country, but English is



spoken almost everywhere. Thailand is a fascinating country to explore, from the stunning architecture of the Wats, to the awesome beauty of its islands. Low-cost flights from Bangkok's airports make it easy to reach other popular tourist spots in Thailand, and in Cambodia, Vietnam, Malaysia, Myanmar, Laos, Indonesia, Singapore etc.



Job Description

The Role

Mandarin is taught throughout the School from EY1 (ages 3 to 4) to Year 9 (ages 13 to 14). The subject will then be offered as an IGCSE/GCSE and A level option. The Head of Mandarin will be accountable for leading, managing and developing Mandarin across the whole school. The Head of Mandarin will be line managed by the Vice-Principal Academic and be responsible for ensuring all students make excellent progress, and find learning Mandarin interesting and challenging.

Leadership and Management

- Establish common practices and a shared vision within the School's Mandarin Department.
- Establish clear guidelines for how the department should be run, especially with regard to marking and assessment policies.
- Meet regularly with members of your department in order to review the previous term's work and plan for the forthcoming term.
- Invite contributions from colleagues that will assist the smooth running of the department.
- Monitor the teaching of other members of the department by scrutinising children's work and observing lessons, thus playing a significant role in the professional development of colleagues
- Supervise the production of appropriate exams or other means of assessment as and when necessary.
- Be responsible for the departmental budget and not overspend – any special expenditure must be planned in advance and any proposed spending in excess of delegated amounts must first be discussed with the Principal.
- Be responsible for producing an annual resource list for budgeting and planning purposes.
- Produce an Annual Subject Review of the current academic year prepare and implement an annual department development plan that will contribute to the overall School Development Plan.
- Make good use of educational resources, especially IT and the Library.
- Ensure that all subject rooms under his/her jurisdiction have suitable displays of educational material and the children's own work.
- Lead by example by being an outstanding classroom practitioner.
- To carry out an annual stock take and be responsible for monthly budget monitoring and ordering of textbooks and other resources.
- To follow and implement school policies and procedures in and out of the classroom.
- To provide a safe, purposeful and well-managed learning environment.
- To make effective use of learning assistants to support children in their learning.
- To value the home-school partnership, working closely with other members of staff to establish and manage excellent relationships and communication with parents.
- To ensure that all aspects of Health & Safety are fully understood and all procedures followed, completing appropriate Risk Assessments where necessary.
- To be responsible for Mandarin setting.

Curriculum Development and Planning

- Have in place a detailed thorough scheme of work with details of topics to be covered as well as clear aims and objectives.
- To lead on the DBS Mandarin Curriculum development and planning in all respects, from EY1 to Year 13, ensuring that it is broad, balanced and challenging.
- To ensure that long term, medium term and short term planning is complete in accordance with the School's curriculum policy.
- To work with the Vice-Principal Academic to ensure that an academically challenging curriculum is taught.
- Liaise with the Vice-Principal Academic about curriculum matters and with the Head of Learning Support regarding students currently having additional learning support.
- To ensure that the teaching of Mandarin is well organised and to make sure schemes of work are up-to-date and are available to staff.

- Seek opportunities for the teaching and delivery of Entrepreneurship through the curriculum.
- Seek opportunities for cross-curricular links, for instance through jointly organised educational visits or project work
- To develop a programme of Mandarin related co-curricular activities which provide students with opportunities to extend their interest in Mandarin beyond the classroom.
- To explore opportunities to participate in the global Mandarin community through initiatives such as age appropriate Mandarin competitions.

Teaching and Learning

- To deliver a broad, balanced and relevant Mandarin curriculum.
- To facilitate and encourage high quality learning which provides children with the opportunity to achieve their full potential.
- To deliver well-planned, engaging and creative Mandarin lessons, ensuring that the needs of all children are met.
- To differentiate appropriately, using approaches that enable every student to access the learning and make excellent progress.
- To demonstrate excellent subject knowledge.
- To set students challenging targets and to draw upon varied strategies, resources and technologies to support students in achieving them.
- To follow school procedures for assessing, recording and reporting on children's achievements and to use this information effectively to convey progress in report writing and record keeping.
- To provide students with regular written and oral feedback and encourage them to reflect and respond to their feedback.
- To participate fully in the DBS co-curricular and School activity programme.

Management

School Values and Ethos

- To actively promote our unique vision including an Enhanced British Curriculum, Academic Excellence for All, Entrepreneurialism and Preserving Thainess through enthusiastic participation in all areas of school life.
- To share and support the School's commitment to provide an all-round, outstanding education for all our students.
- To always set high expectations, which inspire, motivate and challenge students.
- To have the highest aspirations for every child's development and achievements, both in and out of the classroom.
- To offer excellent pastoral care for all students.
- To participate in the School's co-curricular activities.

School and Subject Promotion

- Raise the profile of the subject within the school using displays, the newsletter and website, trips, assemblies and any other means possible.
- Provide information for newsletters, parents' evenings, reports, parent presentations and any other curriculum information requested by the Vice-Principal Academic.
- Seek creative ways to promote the activities of the department and the benefits and applications of the subject beyond schooling (e.g. on the website).
- To attend specific marketing events such as Open Days at the reasonable direction of the Principal.

Professional Standards

- To attend assemblies, departmental meetings, parents' evenings, school functions and other staff meetings.
- To recognise the importance of being an exemplary role model to all children within the School.
- To maintain high standards of professional behaviour in accordance with the school ethos, including timekeeping and personal presentation.
- To take personal responsibility for evaluating and reflecting upon your teaching in order to continually develop and improve your practice.
- To always maintain professional and productive relationships with colleagues.

Person Specification (E is Essential, D is Desired)

Qualifications

- Bachelor Degree in Mandarin. (E)
- Post Graduate Certificate of Education (or equivalent). (E)
- Qualified Teacher Status. (E)
- Evidence of further post graduate study. (D)

Skills and Experience

- A minimum of four years relevant teaching experience. (E)
- Have a thorough knowledge of Mandarin curriculum and standards relevant to students aged 3 to 8. (E)
- Familiarity with the National Curriculum for England. (E)
- Experience delivering the ISEB Common Entrance syllabus for Mandarin. (D)
- High levels of subject knowledge. (E)
- A proven track record of high quality Mandarin teaching. (E)
- Some experience of teaching GCSE/IGCSE Mandarin. (D)
- A strong academic background, stature and experience that will command the respect of students, parents, colleagues and the wider community. (E)
- An understanding of the demands of a UK independent day school environment. (D)
- A commitment to academic progress and the welfare and safeguarding of students. (E)
- Experience of curriculum development in Mandarin. (E)
- Knowledge and understanding of recent educational developments and best practice. (E)
- Experience of working with children who have English as a Second Language. (D)

Personal Qualities

- Ability to stretch the most able students, whilst also ensuring the curriculum is accessible to all. (E)
- Ability to inspire children with a love of learning. (E)
- Ability to understand the needs, challenges and opportunities of an international school community. (E)
- Strong personal-relations and team-working skills. (E)
- Ability to use ICT to enhance learning. (E)
- Energy, charisma and dynamism with the vision and drive to create productive learning environments and excellent outcomes for all children. (E)
- Ability to work with and apply all school policies. (E)
- Rigorous can-do attitude, positive team player with a sense of humour. (E)
- Be willing to work hard and with enthusiasm, avoiding a “nine-to-five” approach. (E)

Remuneration

The successful candidate will receive excellent salary and benefits commensurate with their experience. This will include:

- Competitive salary
- On-site accommodation (if recruited from overseas) for first year of contract at least.
- Start and end of contract flights.
- Annual flight allowance.
- Medical insurance.
- 100% Tuition fees contribution for up to two children.
- An end of contract gratuity.

How to Apply

The Board of Denla British School have engaged EduReach Education (www.edureach.co.uk) to manage the process of appointing all academic staff.

In order to apply, please consider the details of the candidate information pack, complete all sections of the application form including the supporting statement that sets out your interest in this position, how you meet the requirements of the role and your ambitions for the school. Completed applications should be sent to **philippaibbs@edureach.co.uk** by the closing date.

The closing date for applications is Monday **5th February 2018** and applications will be considered upon receipt.

Please contact Philippa Ibbs, Operations Executive, EduReach Education on **+44 207 340 8688**.
or **philippaibbs@edureach.co.uk** should you wish to arrange an informal discussion about this role.

Safeguarding

Denla British School is committed to safeguarding and promoting the welfare of children and expects all staff to respect this commitment. The post is subject to an appropriate criminal background check and satisfactory reference checks.



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