



SPGS
INTERNATIONAL

HOMEROOM TEACHER (PRIMARY)

Candidate Information Pack



SPGS
INTERNATIONAL



WELCOME

Welcome to SPGS International School Chengdu. We are a new co-educational school, set in downtown Chengdu, which offers the international community here a complete British education enhanced with the best elements of Chinese culture and learning.

Working in partnership with the renowned St Paul's Girls' School (London) and Herald Education (Hong Kong), we are also proud to be the first in a series of SPGS International schools that will open across China.

SPGS International School Chengdu offers our students an exciting, holistic education that not only allows children to excel academically but also nurtures each child's interests and talents outside the classroom, giving students the opportunity and confidence to develop to their full potential. Our diverse, multi-cultural ethos instils children with a global understanding, kindness and a respect for others - fully preparing them for the world of opportunity that awaits.

We combine the rich sense of tradition and strong pastoral care of St Paul's Girls' School with a progressive international curriculum and all the benefits of the local Chinese culture. It is our firm belief that children are at their most productive when they are having fun, genuinely engaged in the learning process and fully involved in school life.

SPGS International School Chengdu has an open and caring atmosphere and our relatively small size allows for a family-like campus which also upholds strong roots within the wider community. We are fortunate to have bright, purpose-built facilities in the heart of the city's Hi-Tech district. This allows students and staff the opportunity to explore the cosmopolitan life and culture of Chengdu whilst still being within easy reach of the wonderful nature that Sichuan province provides.

Thank you for your interest in joining the talented and creative team at SPGS International School Chengdu. I look forward to hearing from you and wish you the best of luck with your application.



Phil Farrier-Price
Head of Junior School

THE SCHOOL

ST PAUL'S GIRLS' SCHOOL LONDON

St Paul's Girls' School enjoys an exceptional national and international reputation for scholarship and academic ambition, encouraging its students to be leaders in a huge variety of fields. With 765 girls aged between 11 and 18, the school chooses not to be measured by its exam results although these results are consistently stellar. Children explore ideas well beyond the curriculum and enjoy the pleasure of learning for its own sake in this vibrant and inspirational atmosphere. Independence of mind is much valued.

SPGS INTERNATIONAL SCHOOL CHENGDU

SPGS International School Chengdu is the first international school opened as a result of a partnership between SPGS International and Herald Education Hong Kong.

SPGS International School Chengdu will commence with Early Years and Primary provision and then grow over the coming years to become a full K-12 school. Based in the thriving Hi-Tech District in Chengdu, the school is well located to ensure a great work/life balance.

SPGS International schools will advocate a growth mindset to create future global leaders and valued citizens by blending the core ethos and DNA from St Paul's Girls' School in London with international and Chinese culture. The school will create a space for children to learn, grow and thrive physically, emotionally and academically. Each child will have exceptional learning experiences and support to achieve their full potential academically, socially and emotionally.

Independence and individuality is encouraged within the school campus. A list of rich extra-curricular activities will ensure that pupils are given every possible opportunity to develop a broad and rounded education. The creative arts are an integral part of the curriculum with a performing arts centre and art gallery on the campus. Benefitting from St Paul's Girls' School's own music strengths as the school where composer Gustav Holst was the first Director of Music and Composer in Residence, Sheng Bo International School will advocate music as a core value to their pupils. The school will encourage children to develop leadership skills through their learning and extra-curricular activities, as well as take advantage of being situated in areas with highly developed technical opportunities to ensure that creativity and innovation are able to thrive within the schools' educational provision.

IMMERSION LEARNING

As an international school in China, we fully value the culture of both English and Chinese. We tailor our curriculum with the educational resources in Chengdu, which aims to broaden and deepen pupils' appreciation of culture and nature.

We adopt an immersion learning approach. Each class will be taught by a British teacher and a Chinese teacher. We understand the importance of teachers' planning time in the quality of education and you will be allocated extra time to plan lessons collaboratively with Chinese co-teachers and other teachers. We aim to build a culture in which all teachers are inspired to teach and enjoy teaching.

LIVING AND WORKING IN CHENGDU

AN INTRODUCTION TO CHENGDU

Chengdu is the capital of the Sichuan province and hosts the internationally renowned breeding centre for giant pandas. It is situated three hours from Hong Kong by plane in an area renowned for its fertile land and temperate climate. The surrounding Chengdu Plain is bordered by mountains and forests. The city has a population of 16 million.

The history of the city can be traced back 2,400 years to when the first emperor built his capital here and named the city. Through thousands of years, its original name has been kept and its position as the capital and as the significant centre of politics, commerce and military of the Sichuan area (once called Shu) has remained unchanged.

As a rising city, Chengdu is becoming more and more significant at an international level. In 2018, 285 Fortune 500 companies started business in Chengdu, including 198 overseas companies.

Among those companies, 121 were established in the prosperous and fast-growing High-technology District in Chengdu. Chengdu is the most popular city for overseas nationals in the middle west part of China with around 20,000 from 160 countries living in Chengdu as long-term residents.

In 2018, the Chengdu Government introduced major projects with a total investment of over 833 billion RMB. In 2019, Chengdu was continuing to enhance the international business environment and is aiming to increase the number of Fortune 500 companies to 300. 128 of those Fortune 500 companies are in the Hi-Tech District.

ATTRACTIONS

Chengdu is home to the adorable Giant Panda and is the transport hub for the Sichuan region, which is famous not only for its many heritage sites but also for its astonishing natural landscape. You can spend weekends visiting the fairyland Jiuzhaigou National Park, Dujiangyan (an ancient irrigation system), Mount Qingcheng (Taoist mountain), Three-Star Piles site (an astonishing archaeological discovery), or many other places of interest. There is a relaxing teahouse culture; a lively nightlife that mixes craft beer bars and popular clubs with Sichuan opera shows; and delicious Sichuan food. This is a city that should not be rushed through on a short visit, but lived in so you can fully explore and appreciate its amazing cultural and natural beauty.



Research Base of Giant Panda Breeding, Chengdu



Museum of Contemporary Art, Chengdu

THE ROLE

We are looking for a highly qualified, dedicated, creative, adaptable, and energetic Homeroom Teacher (Primary) for an August 2021 start. We are looking for a candidate who has the ability to inspire children, and the willingness to support the ambition, values and breadth of the school life.

RESPONSIBLE TO:

Head/Deputy Head of KS1/KS2

LINE MANAGER:

Head of KS1/KS2

CONTRACT TYPE:

Full time, two years

START DATE:

August 2021

PERSONAL SPECIFICATION

I. QUALIFICATION

Essential: Qualified Teacher Status (UK), PGCE, or Degree in Education/Teaching or equivalent.

II. EXPERIENCE

The candidate should have:

- Minimum of two years of relevant teaching experience in schools in the UK.
- Experience and confidence to teach 6-10 year-old age range.

III. KNOWLEDGE AND SKILLS

Essential: The successful candidate should have:

- Strong knowledge and/or experience in the UK National Primary Curriculum framework.
- A good understanding of how children's learning is affected by their physical, intellectual, emotional and social development and to understand the stages of child development.

IV. PROFESSIONAL ATTITUDE AND CONDUCT

The successful candidate should have:

- The ability to understand, empathise with and enjoy the culture, ethos and values of SPGS International.
- Flexibility to learn and adapt to new cultures and situations.
- Openness to exploring innovative approaches from across the educational field.
- The ability to uphold the Code of Conduct of SPGS International.
- Good communication skills.
- Good teamwork and collaboration skills.
- Fairness, kindness and warmth.

RESPONSIBILITIES

Key summary:

- Carry out the professional duties of a teacher at Primary level and continue to meet the required standards for Qualified Teacher Status.
- Establish a culture and love of learning and life amongst children.
- Produce high quality teaching and pastoral care to the children.
- Communicate with parents in a professional manner.
- Contribute to the creation and development of the school curriculum for SPGS International.
- Collaborate with other teachers, especially the Chinese Co-teacher of the classroom, to plan lessons together, share ideas, approaches and professional knowledge.
- Keep up-to-date with the Department for Education and subject specific developments and lead the department curriculum knowledge.
- Comply with the requirements of both of the laws and education policies of the UK and the People's Republic of China.

GENERAL

- Follow school policies and procedures of SPGS International.
- Contribute to the school's value and ethos.
- To be a good role model in respect of speech, dress, behaviour and care of equipment in line with the requirements laid out in our Staff Code of Conduct.
- Meet deadlines in a timely manner.

SAFEGUARDING

- Respect and value each child's social, cultural and religious background and by example, provide mutual respect and tolerance.
- Follow SPGS International's safeguarding policy with regard to the health and safety of students both on and off the school premises when students are under the School's jurisdiction.
- Recognise that health and safety is a responsibility of every employee, to take reasonable care of self and others, and to comply with the school's wellbeing and safeguarding policies and procedures, and laws of The People's Republic of China, and any school-specific procedures/rules that apply to this role.



Landscape of Chengdu



Chunxi Road, a famous shopping district in the downtown area

CURRICULUM DEVELOPMENT PLANNING & TEACHING

- Produce syllabuses, schemes of work, and assessment criteria/plan/materials for Primary level in relation to the UK National Curriculum, the curriculum required by the Chinese education authority, and SPGS International's enrichment and localised curriculum.
- Contribute to the design of an innovative and localised SPGS International curriculum for Primary pupils to enable them to flourish and achieve their potential in both academics and life.
- Ensure that School values and personal goals are reflected in daily practice and teaching content.
- Contribute to the planning of school events (including school enrichment activities) and the long-term curriculum map.

PASTORAL ROLE

- Use daily class morning registration time to conduct part of the pastoral role.
- Follow the Pastoral Role guidance in the teachers' handbook of SPGS International.
- Take a pastoral interest in pupils in both the curriculum and extra-curricular activities so that they feel noticed, valued and cared for.
- Share in the management of pastoral care, health, welfare and behaviour of all children and in particular, those within your designated class group.

- Lead Personal Development programmes with the form group. Monitor the work of class/form pupils, providing guidance and advice when needed.
- Write and maintain relevant records for individual pupil files and write reports.

PARTICIPATING IN PERFORMANCE MANAGEMENT AND PROFESSIONAL DEVELOPMENT PROGRAMME

- Participate in the School Professional Performance Review and Teaching Professional Development programmes.

ASSESSMENT AND REPORTING

- Maintain a regular system of monitoring, assessment, record-keeping and reporting of pupils' progress as required.

BEHAVIOUR MANAGEMENT

- Uphold the expectations made by SPGS International School with regards to school behaviour for example: ensuring that all children observe matters such as dress, punctuality and school rules in all school locations and activities (including external activities outside of the school premises).

CLASSROOM, SCHOOL RESOURCES MANAGEMENT AND DISPLAY

- Ensure the classroom and school environment is well managed, inviting, organised and neatly presented.
 - Be responsible for the organisation of all classroom resources, ensuring they are accessible to pupils as appropriate.
 - Ensure that the classroom provides a stimulating, interesting, and appropriate learning environment; displays should be changed regularly and be relevant to or the result of normal classroom work.
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HOMEWORK

- Collaborate with colleagues to design, share, and monitor homework.
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ICT/AI AND GDPR

- Follow the General Data Protection Regulation (GDPR) and the data protection policy of SPGS International.
 - Understand and develop ICT skills/attributes to make full use of the technology available to children whilst ensuring they maintain their own skills base.
 - Be able to integrate ICT/AI technologies into teaching and learning.
 - Use ICT/AI to support and extend all areas of the curriculum, including the use of interactive whiteboards.
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SCHOOL MEETINGS

- Attend and participate in staff meetings as required, including department meetings, year group meetings, teaching and learning development meetings, staff/curriculum meetings, etc.
 - Take part in parents' evenings, open events/evenings, which may take place in the evening or at weekends (within reasonable request of the Head of Junior School).
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SCHOOL ASSEMBLIES

- Deliver a minimum of three school assemblies during the academic year, involving whole class presentation.
 - Attending assemblies, registering the attendance of pupils and supervising children.
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SCHOOL ENRICHMENT EVENTS/ACTIVITIES

- Assist planning, organising or delivering school enrichment day events and activities (including residential activities) where relevant.
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EXTRA-CURRICULAR DUTIES

- Lead or supervise at least one extra-curricular activity per week as part of the school's extra-curricular programme (as included in school contract).
 - Assist and organise sporting activities, school concerts and excursions where relevant.
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DUTY AND COVER

- Supervise students during non-period time as determined by the duty rota.
 - Liaise with colleagues and work flexibly (this might include covering staff sickness).
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RISK MANAGEMENT

- Follow school risk management policy and ensure all events/activities (including out-of-school trips) are safe, educational and fun, liaising with the Head of Junior School as appropriate.
 - Help ensure all students and staff are safe and secure, informing the Head of Junior School or designated staff of any issues.
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COMMUNICATION WITH PARENTS

- Follow SPGS International school policies regarding communication with parents; actively establish good relations and open communication with parents of children in your care.
- Ensure that parents and children are well-informed about the curriculum, attainment and progress and about the contribution that they can make to achieving the subjects for improvement.
- Attend parents' evenings as required.
- Contribute to the parents education seminars or other parents' events as required by the school.

AMBASSADOR FOR THE SCHOOL AND THE COMMUNITY

- Promote high quality relationships with all stakeholders.
- Stimulate, foster, and enhance a sense of community amongst staff, parents, and children that encourages them to support the vision and mission of the School.

TERMS AND CONDITIONS

A formal contract detailing terms and conditions will be drawn up on appointment. The following notes provide guidance, without prejudice, on the likely main provisions.

BENEFITS AND HOW TO APPLY

GENERAL NOTES

- A competitive package is available, with a salary commensurate with the seniority of the post and the experience of the successful candidate. In addition to a highly competitive salary, benefits include :

Housing and utilities allowance, personal effects shipping allowance, annual airfare allowance, visa assistance allowance, medical and life insurance.

- Tuition support will be provided for school age children (detailed arrangements to be determined).
- The applicant's performance will be subject to a regular appraisal review by the headmaster.
- Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Service (DBS). Full details are given on the application form.
- Candidates will be asked to undertake identity and qualification checks which conform to the School's Safeguarding Policy. They must also agree to references being taken up at the final stage and checks made with past employers.
- The successful applicant will be required to have a medical examination paid for by the School.
- The appointment is subject to satisfactory references, satisfactory clearance from the DBS, proof of identity and qualifications and a satisfactory medical report.
- Candidates will be assessed against relevant criteria only (i.e. skills, qualifications, abilities, experience) in selection and recruitment.
- This job description will be reviewed annually. Employees will be expected to comply with any reasonable request to undertake work of a similar level that is not specified in this job description.

THE APPLICATION PROCESS

Candidates should complete the application form which can be found on our website or by emailing hr.sisic@spgs-shengbo.com

Applications will be considered on a rolling basis and early application is therefore encouraged.

Shortlisted candidates will be invited to attend an online or in-face interview process depending on location.

It is expected that the successful candidate will take up the position in August 2021.