



RUGBY SCHOOL
THAILAND

PRE-PREP EARLY YEARS CLASS TEACHER

for January 2022 start

Rugby School Thailand

Rugby School Thailand is committed to safeguarding and promoting the welfare of all the students in our care and expects all applicants to share this commitment. We follow safe recruitment practice and appointments are subject to an interview, identity and criminal record checks, and satisfactory references.

Partnered with Rugby School UK and sharing its 'whole person' vision, RST very successfully opened its doors in September 2017 and has now grown to over 800 pupils up to Year 13, including boarders.

Rugby School Thailand (RST), a co-educational day and boarding international school set in 80 acres of glorious Thai countryside south of Bangkok

The structure, school day and ethos of RST is based upon the British independent School model, rather than the standard international school model. As such, the school has three sections: Pre-Prep (2-6 year olds), Prep (7 – 12 year olds) and Senior (13 – 18 year olds).

The Pre-Prep

The Pre-Prep comprises 5 year groups: Pre-Nursery, Nursery, Reception, Year 1 and Year 2. There are currently 214 pupils in the Pre-Prep. The average size of a class is 16 for Early Years and 18 for KS1. The capacity of the Pre-Prep is c. 300. The normal school day runs from 8 am to 3.15 pm, with Activities and After School Care offered thereafter.

Rugby School Thailand Pre-Prep has its own classroom building with a capacity of 300 pupils. It houses 20 spacious classrooms each with its own additional collaboration area, as well as dedicated spaces for Music, Library, Soft Play, EAL and Learning Support. A large multi-purpose Hall can be configured for music/drama performances, assemblies, and indoor activities. An internal courtyard (The Oval) complete with tepee has been designed as an area for reflection, quiet games, reading and small group work.

Immediately outside the Pre-Prep there is a shaded activity area, which is also accessible via a slide from the upper floor! This incorporates age-appropriate climbing frames, a dedicated Nursery play area, multi-use games area, and a track for 'balance bikes'.

Adjacent to this area the Pre-Prep has its own learner heated swimming pool with beach entry and water splash zone; and just beyond this lies our extensive grass playing fields.

The role

We are seeking to appoint an exceptional Early Years class teacher to teach in Pre-Nursery (2+), Nursery (3+) or Reception (4+) in January 2022 due to our rapid growth in numbers.

Job Description

Rugby School Thailand class teachers will carry out their duties responsibly and with regard for the best interests of their pupils and the school. In particular, Early Years teachers will:

- Conduct themselves in an appropriate professional manner at all times and support and foster the aims of the school.
- Know the assessment requirements and arrangements for the EYFS Framework including the Early Learning Goals.
- Understand how to develop Literacy and Numeracy in cross-curricular ways
- Ensure colleagues (e.g. Teaching Assistants) working within the classroom are appropriately involved in supporting learning and understand the roles they are expected to fulfill.
- Value the home-school partnership, working closely with other members of staff to establish and manage good relationships with parents as partners in their children's learning.
- Understand how pupils develop and that the progress and well-being of learners are affected by a range of developmental, social, religious, ethnic, cultural and linguistic influences.
- Strive to ensure that the children in the class are happy, and that good relationships are maintained.
- Make adequate provision within the organisation of the teaching for the range of ability within the class.
- Be the primary source of information about each individual in the class. The class teacher is the main link between the school and parents, and should have to hand an up-to-date record of each child's progress in all areas.
- Be familiar with the contents of the Staff Handbook, including the school's aims and policies, and endeavour to follow closely the guidance provided in these documents.

- Organise/assist with any performances and assemblies to be presented by the class.
- Be familiar with the school's health and safety guidance and be mindful of the health and safety of all members of the school community.
- Foster the personal and social developments of each pupil in their care.
- Create and maintain professional relationships with parents understanding that you are the face of the school for your class.
- Track the progress and development of all pupils in accordance with our Teaching and learning and Assessment Policies.
- Be aware of and act upon all policies regarding the safeguarding of children
- Promote pride in the School among the pupil body through high standards of dress, behaviour, manners, respect for others and property and general attitude
- Cover for absent colleagues as requested.
- Attend School assemblies.
- Attend staff meetings, parents' evenings, parent workshops and similar important functions out of School hours; be willing to accompany School trips.
- Notify the designated member of staff as early as possible if to be absent from School and, if absence is for personal reasons (for which permission must be obtained), set appropriate work.
- Ensure the classroom is kept in a reasonable state of tidiness, and to make it an attractive working-place with displays of children's work and stimulus material that are all changed according to the school's display policy.
- Attend relevant in-service training each year, after obtaining the consent of the Pre-Prep Head.
- Carry out supervisory duties as arranged by the Head of Pre-Prep.
- Support the pastoral care policy of the school as Form Teacher
- Assist at Pre-Prep / Nursery lunchtime
- Contribute to the Pre-Prep after-school Activities and care programme according to experience and qualifications.

Person Specification

Personal Qualities

- Enthusiastic with a sound understanding of UK best practice
- A 'can-do' attitude that is flexible to the expectations of working in a fast paced school environment
- Proactive in all aspects of School life through participation and support
- Creative and innovative across and beyond the curriculum
- Able to work successfully under pressure with excellent organisational skills
- Reliable and respectful at all times
- Able to present a professional image in line with the high expectations of Rugby School Thailand
- An effective communicator both orally and in writing
- A confident and competent user of IT in the classroom and for administrative purposes

Formal Qualifications/Experience

Education Attainment

Essential University degree from a recognised academic institution
Teaching Qualification from a recognised academic institution

Knowledge and Experience

Essential

- Knowledge of the UK education system
- At least 1 year's teaching at Early Years age or similar
- Understanding of the EYFS framework

Desirable

- Knowledge of international education
- Knowledge of the UK Pre-Prep / Prep School system
- Some experience or understanding of the use of Talk for Writing and Maths Mastery in the Early Years
- Experience working with children who have English as a second language

Remuneration Package

The successful candidate will be appointed on an initial 2 year contract and will need to complete a successful probationary period.

Salary and benefits are competitive and will be commensurate with the responsibilities of the position and the size of the School.

A highly competitive expatriate package includes:

- Health insurance (10% co pay) and dental insurance
- Reimbursement for Visa and Work permit expenses
- Economy class flights from your nearest international airport to Suwannabhumi / U-Tapao airport at the beginning and end of employment for the employee, spouse, and dependents under 18 years old.
- Flight allowance every two years for employee, spouse, and dependents under 18 years old. (If not renewing the contract, only the repatriation flight is covered in that year.)
- A retention payment payable on renewing your contract after the initial two-year period if mutually agreed and desirable.
- An iPad and/or a personal computer for School-related work, returnable at the end of employment.
- Fee remission for staff children: 2 children @ 100% fee remission, 3rd child 50%, 4th child 25%.
- A one off settling-in allowance
- Accommodation provided on or off School site.

Child Protection at Rugby School Thailand

Rugby School Thailand is committed to safeguarding and promoting the welfare of children and young people and we aim to create and maintain a safe environment for our pupils, where they feel respected and supported. We expect all staff to share this commitment and to become familiar with our policies and procedures for child protection and security.

As a member of the School's teaching staff, the post-holder will have a responsibility in every circumstance to promote and safeguard the welfare of pupils in the School. The School's procedures and policies for child protection and security are published in the Staff Handbook, to which all teachers have access via the internet, and training in these procedures and policies forms part of new teacher induction, as well as on-going staff development.

Questions related to the welfare and safeguarding of children will be included at the interview.

Application Process

Closing Date: 19th November 2021.

We reserve the right to interview and appoint before the closing date.

Interviews:

Longlisted candidates will be interviewed on a rolling basis. Interviews will be held either at the Rugby School Thailand campus, or at Rugby School UK or via video link.

Please send a covering letter (no more than 1 side of A4), a recent photograph and a completed application (form to the Head of Pre-Prep, Sarah Shuttleworth, at sshuttleworth@rugbyschool.ac.th by the closing date.

If you have further questions, please email Sarah Shuttleworth at sshuttleworth@rugbyschool.ac.th

Qualifications, Identification, Health and Background Checks

Please note that you will be required to bring documentation to the interview providing proof of your identity, including an attested (by a notary) birth certificate, and qualifications. If successful at interview the position will be offered subject to satisfactory references and police checks. For candidates who have worked and/or lived in the UK, we will request that you have an up to date ICPC and we will complete Prohibition Order Checks. We also require that anyone who has lived and worked in a country other than the UK for more than 6 months has a police check from the national checking agency. All references will be verified, we require a minimum of two references with one reference from your present or most recent employer. You may also be required, within the final appointment process, to undergo a health check. Rugby School Thailand is an equal opportunities employer.

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