



**BRITISH
INTERNATIONAL
SCHOOL**
HANOI
A NORD ANGLIA EDUCATION SCHOOL

Further details for
*Teaching
Posts*

Effective August 2017



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Dear Applicant

May I firstly thank you for your interest in the British International School, Hanoi. As a prospective teacher for the school I want you to gain a flavour of the school, what makes us special and what it is like to be part of our community.

We are proud to offer a British style education to the international community of Hanoi. The British education system and its qualifications are recognized, valued and respected around the world and is a thorough preparation for students to progress to colleges and universities of their choice in any country.

We believe our school is a first class facility resourced to the highest level and staffed with dedicated, skilled and committed teachers, ensuring the education on offer is amongst the very best available anywhere in the world. Our teaching teams are strong and innovative, constantly re-visiting ways of bringing the curriculum to life. Often this is done using the most modern technology, but our classrooms remain ordered and disciplined and we place great value on trusting relationships between students and their teachers. The students themselves are a delight to teach – they are motivated, intelligent and hardworking.

We consider our teachers to be the most valuable as well as expensive resource in the school. It is important for the continued improvement of the school that we recruit and retain good teachers who in return enjoy their experience and benefit professionally from their time with us. We strive to ensure that relationships are based on mutual respect, trust and understanding and those colleagues feel their contributions to the school are valued, their needs are recognised and their participation makes a difference to them personally and to the organisation as a whole. To achieve this desired outcome the school has a well-planned induction programme, a varied and interesting programme of continued professional development opportunities and a supportive system of performance management.

Underpinning all that we do as a school is the belief that all children can be successful at school and they should be encouraged to make the most of their talents. Success can be achieved in a variety of ways. Academic success is valued highly, but it is also our belief that the all-round development of each child is just as important. Through an extensive extra-curricular programme, the school provides an array of opportunities for each child to succeed and then recognises, praises and celebrates these achievements. This makes the children feel good about themselves and to have a more positive and confident attitude generally. We want our students to feel proud of themselves and of the school.

Being a Nord Anglia Education school brings a global network of school together. BIS Hanoi is proud to be a NAE Premium School.

We expect a lot from our children as we encourage them to develop into adaptable, responsible and accomplished individuals. The students are confidently and independently prepared for life as global citizens in a global workplace. The traditional virtues of good manners, politeness and tolerance, for us translated into multi-cultural contexts, still count for so much in life and are constantly reinforced to the students.

We also want our students to recognise and respond to the responsibilities we all have to people less fortunate than ourselves. The school has developed strong links with local charities and each campus has a planned approach to both fund-raising and service as we find new ways for our students to donate the precious commodity of time to deserving causes. May I conclude by encouraging you to apply to the school for the vacant teaching

Anthony Rowlands
Principal

THE BRITISH INTERNATIONAL SCHOOL, Hanoi

Further details for

TEACHING POSTS

Effective August 2017

We currently have a number of vacancies partly due to the natural turnover of staff and partly due to the continued expansion of the school.

THE SCHOOL

The British International School (BIS) Hanoi, is a selective, independent, co-educational day school. It provides a British style education for an international student body operating from a modern purpose-built campus in the vibrant and cultured city of Hanoi. BIS Hanoi provides a high quality education in first class facilities resourced to the highest level. The National Curriculum for England, International General Certificate of Secondary Education (IGCSE) and Advanced Levels (A Levels) are taught to English speaking students from Pre-School to Year 13. The International Baccalaureate (IB) Diploma will, pending IB authorization, be offered from August 2017 onwards.

FACILITIES

BIS Hanoi is a state of the art, purpose built school in Vinhomes Riverside, Long Bien District, Hanoi. The campus boasts exceptional facilities including a large library, a theatre, an auditorium, an indoor 25m swimming pool, a sports hall and grass playing fields. Most classrooms are equipped with interactive whiteboards. The school also has specialist suites for Science, Music, ICT, Art and Drama. Primary classrooms also feature special 'breakout' rooms for more individual small groupwork whilst the Early Years Foundation Stage children have their own dedicated mini splash pool, sand pit, outside playground with climbing equipment and an indoor soft-play room. The whole building has wireless network access whilst outside playground equipment meet international standards of safety and flexibility

STAFFING

There are currently 75 full time teachers, the large majority of whom are British qualified and trained with recent UK experience. All EYFS and Primary teaching classes have English speaking Vietnamese teaching assistants, some of whom are qualified teachers in their own right.

CURRICULUM

The Early Years Foundation Stage (EYFS) offers children aged from 2 to 4 an outstanding environment providing Pre-Nursery (F1), Nursery (F2) and Reception (F3) education of the highest quality. The school offers a child-centred, play-based curriculum using teaching and learning materials from the British Early Years Foundation Stage Framework.

The main emphasis is on providing a secure and nurturing environment that allows for all children to develop at their own pace. Children have the opportunity to work towards Early Learning Goals in seven areas of learning whilst being closely supported and challenged along the way. Readiness and flexibility are therefore key considerations in the planning of effective and differentiated teaching strategies.

Primary students follow the National Curriculum for England, appropriately modified with learning materials which make it suitable for use within Vietnam. BIS Hanoi consider itself to be a learning focused school, aiming to provide the skills, knowledge and understanding for our pupils to become successful life-long learners. In order to do this we define what good learning is, how we achieve it and for what purpose. We ensure that this is shared with the whole school community.



Secondary education at the British International School consists of three distinct, consecutive phases. It delivers a curriculum that is both stimulating and challenging, providing a broad and balanced education that is essential in preparing students for the future. We currently provides IBDP as the recognised pathway to tertiary education.

ACCREDITATION AND RECOGNITION

The school is a registered centre for the UK examination board CIE (Cambridge University International Examinations). It is also an IB Candidate School, aiming to deliver the IB Diploma Programme from August 2016 onwards. It is a member of FOBISIA (The Federation of British International Schools in Asia) and is a full member of the Council of International Schools (CIS) and is currently involved the CIS accreditation process.

EXAMINATION RESULTS

BIS is an academically high performing school. BIS is an academically high performing school. Our students sit IGCSE on the average percentage of students achieving A* to C is 89%. The percentage of overall IGCSE examination entries that are either A* or A is around 40%.

MISSION STATEMENT

The British International School, Hanoi is a caring and multicultural community that enables all individuals to realise their academic and personal potential in a dynamic and challenging learning environment which values enquiry, perseverance and reflection. At the British International School we act with integrity and treat one another with respect, learning together as responsible global citizens.





EXPERIENCE AND QUALIFICATIONS SOUGHT

Essential:

- A university degree and a teaching qualification
- A minimum of 2 years teaching relevant experience in an English National Curriculum school either in the UK or overseas
- Secondary teachers only -the ability and experience to teach across the age range from Year 7 to Year 13

An Advantage:

- Previous international experience
- Experience of the International Primary Curriculum (IPC) for primary posts
- Experience of the IB Diploma programme for secondary posts
- Competence and confidence with ICT in the classroom

PROFESSIONAL QUALITIES SOUGHT

- Positive attitude
- Flexible approach
- Accepting of responsibility
- School comes first
- Appearance – look good and be good (Dress Code)
- Deep pride in the quality of their work
- Committed to the students
- Positive role models

PERSONAL QUALITIES SOUGHT

- Fluent English speaker
- A positive and professional approach to school life
- Personal confidence and determination
- A willingness to go the “extra mile”
- Strong interpersonal skills
- Good communication skills both orally and in writing
- Reliability and integrity
- Sense of humour
- Creativity and vision
- Able to work under pressure and meet deadlines
- Able to manage own time and workload
- Highly organised and able to prioritise
- Good ICT skills
- Awareness of and sensitivity to Asian culture

LIVING IN HANOI

Hanoi is Vietnam’s capital city, and also its second largest city. It is a fascinating blend of East and West, with Chinese influence from centuries of dominance, and French design from its colonial past. It is largely unspoiled by modern architecture of the 1970s and 80s, and is now going through a modernization that is making it a rising star in Southeast Asia. Its exotic chic of old Asia blends with the dynamic face of new Asia, where the medieval and modern co-exist. A city with a blend of Parisian grace and Asian pace, an architectural museum piece evolving in harmony with its history, rather than bulldozing through like many of the region’s capitals. It is a languid, friendly and very safe city. It is expanding and developing rapidly, but without compromising its history and architecture. This makes life interesting and varied.

WHAT CAN YOU EXPECT FROM US?

- To be treated fairly and with respect
- A safe, attractive and friendly working environment
- Purpose built schools with first class facilities
- A generous level of resources and materials
- Fantastic children
- To work hard – we have high expectations of our teachers
- Opportunities for continued professional development
- Collegial support
- A good standard of living within Vietnam

WHAT MAKES OUR LESSONS SPECIAL?

- Dedicated, skilled and committed teachers
- All teachers are fully qualified and British curriculum experienced
- First class facilities and resources
- Availability of modern technology
- Innovative learning ideas including brain-based learning
- Stimulating learning environments
- Each child is developed as an independent learner
- Ordered and disciplined classrooms
- Trusting and caring relationships
- High levels of enjoyment
- Homework set on a regular basis
- English speaking Teaching Assistants in all Primary classes



WHAT MAKES THE SCHOOL SPECIAL?

- A British education is respected world-wide
- Academically successful -proven examination success at IGCSE and A Level/IB Diploma levels
- High standards of behaviour
- High levels of parent satisfaction
- Individual successes are recognised, rewarded and celebrated
- A wide range of extra-curricular activities
- The all-round development of each child as a global citizen
- Students develop as life-long learners
- Traditional virtues and good manners are reinforced
- Children feel proud of themselves and the school
- An international mix of students from more than 20 countries

INTERNATIONAL TEACHING

If you haven't taught overseas before you might like to consider whether you are the sort of person who is able to easily adapt to teaching in another country by considering how you would respond to the following general advice:

- Learn as much as possible about the host country in advance so that you have realistic expectations
- Anticipate a challenging adjustment period of at least three months before making a decision about the move and whether you like it or not
- Do not expect to be able to replicate your current lifestyle.
- Look for what is here, not for what isn't
- Always try to understand the host country perspective. It will be different!
- Develop a tolerance for ambiguity and frustration by being flexible and open towards the new culture
- Do not expect of the new culture the same sense of urgency or availability of conveniences
- In all things be flexible
- Look for ways to strengthen and maintain your enthusiasm
- Maintain a sense of humour, but most importantly be ready to laugh at yourself

SALARY AND BENEFITS

We offer a professional working environment and an attractive remuneration and benefits package that includes a tax free salary, housing allowance, free education for dependent children, medical insurance, annual return flights and health club membership, a settling in allowance and an end of service severance payment (gratuity). Further details can be seen below and will be presented at interview.

BIS HANOI

BIS Hanoi opened in Aug 2012 with 330 students in the Long Bien district. It is a state of the art purpose built campus featuring first class facilities. For further information please visit www.bishanoi.com.

THE APPLICATION PROCESS

If you are interested in any of our vacancies and you feel you can inspire our students please apply for this vacancy using our recruitment portal operated by TIC at www.ticrecruitment.com/bisgroup. You will need to upload a letter of application and an up-to-date CV, which must include a recent professional photograph and the contact details of two educational referees.

Closing date for applications is Monday 9th January 2017 although we reserve the right to pursue good applications as soon as we are ready.

We will be conducting interviews locally in Hanoi, in the UK towards the end of January and into the first week of February and Skype interviews when appropriate.

Further information can be obtained from our web site at www.bishanoi.com or from the TIC recruitment portal

BIS Group of Schools in Vietnam

Summary of Salary and Benefits 2017

Basic salaries within South and East Asia rarely match those of schools in the UK or indeed some other parts of the world. However, the cost of living within Vietnam is so inexpensive that our teachers usually declare that have a high standard of living on the BIS salary and are able to save and travel around the region during school holidays.

However, we do not advise that teachers try to maintain a mortgage in the UK using a foreign currency based salary. Exchange rate fluctuations could put people in a financially difficult situation. The advice we always give to teachers leaving the UK for the first time is to lease your house so that some if not all of the mortgage payments are covered independently of salary.

The school has a 15 point salary scale. New teachers are placed on the salary scale according to previous relevant experience move up the scale annually. The quoted salaries are net of personal income tax – the school pays this for you.

The salary scale is reviewed annually to take account of inflation and to keep the school competitive. It will be presented at interview where it will be put into the context of life in Vietnam and the other benefits we provide for teachers.

The current benefits available for overseas teachers include:

- Furnished accommodation – The school rent good quality, spacious and conveniently located apartments on behalf of its teachers or provides (at its own discretion) a housing allowance
- Two children educated free of charge per teacher
- Health insurance for teacher, spouse and all dependent children
- Annual return air tickets for the teacher, spouse and all dependent children
- A settling in allowance
- A severance payment at the end of the final contract with the school based on the number of years of employment
- Health Club membership for the teacher only
- Transport to and from school owned apartments
- A contract renewal incentive bonus scheme



The Cost of Living in Hanoi

- Information for prospective teachers

Overall Cost Of Living

The cost of living in Hanoi is low compared to other places around the world.

Alcohol & Tobacco costs are average compared to other places for items such as beer, spirits, wine and cigarettes. Benchmark price in a store for a midrange bottle of wine is \$20.00, domestic/local beer (500ml) \$1.50, imported/international beer (330ml) \$1.75 and a pack of 20 cigarettes is \$1.10.

Clothing costs are low compared to other places for items such as business, casual and children's clothing and footwear.. Benchmark price for an international brand of men's jeans is \$35, a quality international brand of running shoes \$30, men's leather shoes suitable for office wear \$20 while a medium size international summer dress from a global chain store is \$45.

Communication costs are very low compared to other places for various communication costs such as home telephone rental, internet subscription, mobile tariff and data costs.

Benchmark price for a monthly standard plan internet subscription is \$21, while the benchmark mobile tariff is \$0.07 per minute.

Furniture & Appliance costs are very low compared to other places for items such as dining table and chairs, home entertainment, kitchen appliances, and sofa.

Benchmark price for a Blu-ray player is \$98 and \$972 for a 46 inch LED HD TV.

Grocery costs are low compared to other places for items such as consumables, cleaning products, dairy, fresh fruit & vegetables, general food products, snacks, soft drinks..

Benchmark price in a major international retail store for 1 kg apples is \$1.85, 1 kg oranges \$1.85, 1 head lettuce \$0.90, 1 kg potatoes \$0.80, 1 kg boneless, skinless, chicken breast \$5.00, 1 kg cheddar cheese \$6.30, 1 dozen large eggs \$1.69, 500g loaf white bread \$1.23, 1 L full cream milk \$1.71, and 1.5 L water \$1.00.

Healthcare costs are low compared to other places for doctor visit, hospital stay, non-prescription medicine, and medical insurance.

Benchmark price for a private practice Doctor visit for an uninsured patient is \$62, and a private hospital stay per day including nursing care, medications, diagnostic tests, food, and related costs is \$1,822.

Household Accommodation costs are high compared to other places for items such as apartment purchase, mortgage rate, rental, and utilities. **Please note that the school provides accommodation for teachers in addition to a salary.**

Miscellaneous costs are low compared to other places for items such as dry cleaning, linen, magazines, newspapers, office supplies, and postage stamps.

Benchmark price for dry cleaning (1 men's 2 pc suit) is \$5.33, while an international newspaper is \$1.64.

Personal Care costs are low compared to other places for items such as cosmetics, hair care, and toiletries.

Benchmark cost for a men's haircut and blow dry is \$12, while a women's hair colour, cut and blow dry - medium length is \$90.

Recreation and Culture costs are very low compared to other places for items such as books, cinema, sport and theatre tickets. Benchmark price for a latest release international cinema ticket (average of on and off peak where applicable) for one adult is \$3.50, and an international fitness club membership for one adult is \$50 per month.

Restaurants, Meals Out and Hotel costs are very low compared to other places for items such as hotel daily room rates, meals and beverages in restaurants, and take away food and beverages.

Benchmark price for a cappuccino (regular, medium) is \$2.30, coke/Pepsi (330ml) \$0.56, burger meal (international franchise or similar) \$3.42, and a meal out (for 2 mid-range restaurant) \$12.00.

Transport costs are very low compared to other places for items such as fuel (petrol/gasoline), public transport, vehicle purchase and maintenance.

Benchmark average price over the last year for highest available octane petrol / gasoline (1L) is \$1.05.



What Does It Mean To Work On A Nord Anglia Education School?



Be Ambitious

All Nord Anglia Education schools are driven by one unifying philosophy – we are ambitious for our students, our people and our family of schools. We believe there is no limit to what our students and our teachers can achieve.



Global Campus

We enrich each child's learning experience with opportunities beyond the ordinary. From online debates and challenges, to expeditions to the savannah of Tanzania or performing in our Global Orchestra in New York, Nord Anglia's Global Campus connects our students around the world to learn together every day.



Nord Anglia University

Nord Anglia University is the home of professional learning in Nord Anglia Education. Uniting our people around the world enables them to collaborate, exchange ideas, explore a wide variety of contemporary issues, access research and share best practice and resources. Learning at all levels is embedded deeply in our philosophy and we are firmly committed to supporting professional development across our organisation.

Juilliard

Juilliard

Our music curriculum has been designed by the world renowned Juilliard School and gives students unique opportunities to learn about music through iconic works and regular connections with practicing musicians.

British International School, Hanoi

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Nord Anglia
Education -
South East
Asia Region



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