



WELLINGTON COLLEGE  
CHINA  
惠灵顿(中国)



杭州市萧山区惠立学校  
HUILI SCHOOL HANGZHOU



JOB DESCRIPTION(Lower Primary Class Teacher)  
HUILI SCHOOL HANGZHOU



## ABOUT US

At Huili School Hangzhou, we believe that every child has the right to a well-planned, joyful, and holistic education. A Huili Lower Primary education prepare our children for the opportunities, responsibilities, and experiences of later life and provides them with an introduction to the essential knowledge they need to become confident, independent, and inspired individuals. Key to our educational ethos is full commitment to the school, with staff, children and parents all playing their parts in creating and maintaining a truly unique and vibrant atmosphere. Our staff are committed to encouraging our children to embrace a wide range of experiences and to foster in them Huili Values and the Huili Identity.

In furthering the delivery of an international education in a Chinese context, we have merged the Chinese Primary-School Curriculum with the UK National Curriculum to support our children.

## OUR IDENTITY



Individual



Independent



Intelligent



Inclusive



Inspired

As influential practitioners, we encompass many roles to multiple stakeholders. In responding to the unique individuals under our care, we combine theories of meaningful practice, tailoring them to address the specific needs of the individual child. Though this may differ from the educational experiences of our parents, we assure families that what we do is meaningful for their child. By articulating and linking our educational frameworks and planning to the needs of our children, we are able to constantly monitor and evaluate our practice for further modifications and reflection.

At Huili School, we celebrate our position as a cultural junction, acknowledge and respect the cultural sensitivities of our setting. In embracing the full marriage of Eastern and Western cultures and educational beliefs, we seek to ensure that the essence of Wellington College runs indelibly through the DNA of our own cultural identity.

# BASIC INFORMATION

## JOB TITLE

Lower Primary Class Teacher

## DEPARTMENT

Academic

## SUPERVISOR

Year Group Lead

Assistant Head of Lower Primary

Head of Early Years and Lower Primary

## OBJECTIVE

Huili School Hangzhou is looking for an experienced candidate to cover the position of Lower Primary Class Teacher. We are looking for candidates who understand collaboration and the importance of meaningful relationships as a means of striving for excellence in both their own professional development and for first class provision for all of our children. Successful candidates will have the energy, experience, and passion to help realise their own and our aspirations.

At Huili School Hangzhou our educators are recognized as role models within, between and beyond our school, building a strong sense of community, whilst being responsive to our children, families, and partners.

## EXPERIENCE

Our Lower Primary Class Teacher will be contributing the development in our school for children 6 to 8 years of age, with extensive knowledge in the appropriate subject outcomes for children within this age group. Placing the image of the child firmly at the centre, our educators have experience and confidence in educating children with individual goals, dreams, and impressions of the world around them - working successfully with their families and other experts in our community.

## BASIC QUALIFICATION

Education: Bachelor's degree and relevant teaching qualifications and certificates

Major: Primary Education

Language: English / Chinese

## EXPERIENCE

Working Experience:

- ☑ At least two years' experience in a primary school setting, with a proven pedagogy to a reflective and responsive learning environment.
- ☑ Experience working cross culturally an advantage.
- ☑ Familiarity with inquiry-based learning approaches.

## PROGRAMME AND PRACTICE

Key Responsibilities:

- ☑ Contribute to a setting that is underpinned by an image of a strong and capable child.
- ☑ Demonstrate an interest and ability in using the Chinese Primary-School Curriculum and the UK National Curriculum.
- ☑ Build on the interests of children through listening and reflecting within a coteaching partnership.
- ☑ Use the Key Learning Objectives (KLOs) in the key subjects for planning, assessment, and moderation purposes.

- ✔ Use technology with children as a tool for learning, organising ideas and sharing with the wider community.
- ✔ Encourage children to develop a love of learning, of exploring ideas and of discovering the world about them.
- ✔ Use a range of assessment strategies and data to inform process and progress, which aids to planning, and reporting of student progress and to design appropriate intervention and support.
- ✔ Use a strength-based approach in assessment and reporting to encourage the highest levels of wellbeing and involvement.
- ✔ Document the experiences of all children by making learning visible through project documentation, reflective journals, transcribing pupil's work, observations, and narratives.
- ✔ Report progress and areas where the pupil needs more support in their learning at Pupil Progress meetings and parent teacher conferences.
- ✔ Adhere to child-to-adult ratios throughout the day.

## CARE AND WELLBEING OF CHILDREN

- ✔ Ensure each child has a sense of belonging within their classroom and learning environment.
- ✔ Maintain the highest standards of care, child protection and safeguarding at all times by upholding the 3Ps: Protection, Provision and Participation as outlined in UN Convention on the Rights of the Child.

## FAMILIES

- ✔ Understand the importance of building authentic relationships with families, knowing such understandings can lead to greater learning outcomes for children.
- ✔ Value families as important partners in the work of the school by maintaining frequent contact and can work with them in the classroom and school.
- ✔ Communicate with families and the wider community about the program, including presentations, workshops, through online platforms and parent meetings.

## ENVIRONMENT


- ✔ Plan an inspiring learning environment that fosters independence, inquiry and progression in learning.
- ✔ Maintain respect for the learning environment and resources, both indoors and outdoors.
- ✔ Order resources to support and extend learning in the classroom, learning spaces and community.

## PROFESSIONALISM

- ✔ Model and promote Huili values: kindness, courage, integrity, respect and responsibility in the aim of enabling the Huili Identity: inspired, intellectual, independent, individual, inclusive
- ✔ Commit to regularly collaborating with peers to understand and extend children's theories, thoughts, ideas and questions.
- ✔ Attend all team meetings and committees as necessary and take on portfolio responsibilities within the team.
- ✔ Confident in Microsoft Office (Excel and PowerPoint) and database systems.
- ✔ Adhere to all procedures and policies as outlined in the Staff Handbook.

## PREFERRED APTITUDES

- ✔ A spirit of collaboration, stamina, drive, a sense of humour, a passion for children, positive nature, and a love of professional and lifelong learning from our fundamentals.
- ✔ Embraces every aspect of childhood and have an openness and willingness to learn about pedagogical practices that may be unfamiliar.
- ✔ Strong ability to embrace change and to work to tight timelines.
- ✔ Strong mind-set for continuous improvement to meet or exceed expectations.



Please submit CV and cover letter, together with an application form (available to download from [www.wellingtoncollege.cn/careers](http://www.wellingtoncollege.cn/careers)) in English and email to [jobs.hangzhou@wellingtoncollege.cn](mailto:jobs.hangzhou@wellingtoncollege.cn). Please note that any application with missing materials will not be considered.

*Wellington College China schools are committed to safeguarding and promoting the welfare of children. Assessment and testing of applicants' suitability to work with children is an integral part of the selection process.*