

EAL TEACHER (PREP SCHOOL) INFORMATION FOR CANDIDATES





INTRODUCTION

This is an outstanding opportunity to assume a teaching role within Reigate Grammar School Vietnam (RGSV) Hanoi, the first British Independent School in Vietnam.

RGSV is the result of an international partnership between Reigate Grammar School (the leading co-ed independent school in the UK) and The International School of Vietnam (ISV). In September 2021, an official signing ceremony took place at the Vietnamese Embassy in London, hosted by Ambassador Nguyen Hoang Long and First Secretary Ms. Tran Huong Ly. The event was joined live from Hanoi by the British Consul General for Vietnam, Ms. Emily Hamblin and Chairwoman Ms Bich Thuy Mai. RGS Vietnam aspires to be the finest international school in Vietnam.

RGSV is a not-for-profit establishment that caters for children from pre-kindergarten to sixth form and serves both the international and local communities. It was founded nine years ago. Students study Cambridge International and International Baccalaureate curriculums.

Reigate Grammar School Vietnam is part of a global family, with schools in the UK, China, and the Middle East. All are part of a global Reigatian community.

“TODAY WE LAY A FOUNDING STONE FOR A GLOBAL VILLAGE AND WE PREPARE A BRIDGE OF UNDERSTANDING. WE BREAK DOWN THE WALLS OF IGNORANCE AND PREJUDICE AND OFFER A HAND OF FRIENDSHIP INSTEAD. THIS PARTNERSHIP BETWEEN RGS AND ISV IS A BLEND OF EXCELLENCE. TOGETHER WE CAN CREATE A NEW PARADIGM AND STRONGER VERSION OF INTERNATIONAL EDUCATION.”

Mr Shaun Fenton OBE and Headmaster of Reigate Grammar School's vision on signing the agreement with ISV in September 2021





REIGATE GRAMMAR SCHOOL VIETNAM

The International School of Vietnam (ISV) started its educational journey with only a handful of students in 2013. During the past 8-years of development with various successful milestones, the school is led by Founder Mai Bich Thuy: a determined and visionary woman with the dream of building a top international school in Vietnam.

In 2007, Ms Thuy and her team started the not-for-profit project of building The International School of Vietnam. After the proposal was approved by the city authorities in 2009, the team spent three years from 2010-2013 completing the construction of ISV, opening the first academic year in 2013 - 2014.

In 03 June 2014, ISV was authorised by Cambridge Assessment International Education (CAIE) (formerly known as Cambridge International Examinations CIE) to be a Cambridge school teaching Cambridge Secondary I, Cambridge International General Certificate of Secondary Education (IGCSE) and Cambridge AS/A Level.

It was always the Founder's ambition for ISV to become an International Baccalaureate (IB) World School, as the IB programmes aim to do more than other curricula by developing inquiring, knowledgeable and caring young people who are motivated to succeed.

After completing the authorisation process, ISV officially became an IB school as authorised by International Baccalaureate Organization (IBO) teaching Primary Years Programme (PYP) in 2016 and Diploma Programme (DP) in 2018.

Last year, 2021, the school took yet another further leap forward in partnering with Reigate Grammar School. This enables us to now proudly offer both an outstanding IB education alongside a market leading British Independent A Level and GCSE offering. This makes us truly unique in Hanoi.

Our school looks forward to the development of our exciting new A Level campus as our strategic vision continues to be driven by our school motto "to NURTURE, to EMPOWER and to CONNECT".





REIGATE GRAMMAR SCHOOL UK

Reigate Grammar School (RGS-UK) was founded by Alderman Henry Smith in 1675. For over 345 years, young people have been educated on the same site, in the heart of Reigate, an historic market town in the east of Surrey, 15 miles south of the City of London.

RGS is the leading co-educational day school in the UK and was awarded School of the Year by the Tatler in 2020-21. In 2019 it received the prestigious UK Independent School of the Year award for Wellbeing and Pastoral Care. In 2021, RGS was named School of the Year at the UK Social Mobility Awards. The school is a prominent HMC school and Headmaster, Shaun Fenton OBE, was the Chairman of HMC in 2018.

The first line of the school's most recent ISI report asserts that 'the quality of the students' achievements and learning is exceptional'. RGS' approach to teaching and learning melds expert subject knowledge with a modern, innovative approach to pedagogy with a judicious use of technology. Inspirational and personalised teaching and learning is at the centre of the vision and requires expert teachers. The school is one of a small number of world-class schools to have been a global pioneer in High Performance Learning (HPL), focusing on the development of global citizens, advanced performers and enterprising learners.

RGS UK caters for over 1600 students in three schools from ages 2 to 18. Reigate Grammar School (11-18) the senior section, with Reigate St. Mary's and Reigate Chinthurst the junior schools.





REIGATE GRAMMAR SCHOOL INTERNATIONAL

The Board of RGS has committed to the creation of a family of schools across the world and Reigate Grammar School International (RGSi) is the school's commercial arm that is responsible for working with our partners overseas.

Reigate Grammar School International (RGSi) was established in 2016 as a 100% owned subsidiary of Reigate Grammar School with a strategic vision to establish international schools and to provide education consultancy services around the world under licence to Reigate Grammar School. This includes sharing its ethos; pupil welfare and pastoral model; teaching and learning philosophy; curriculum design expertise and operational systems.

This is a notable chapter in Reigate Grammar School's 350-year history. By developing international connections, RGS aims to establish cultural and learning links to provide visit and exchange opportunities for students and staff. Developing international links and perspectives opens up cultural and learning opportunities cross continents. RGSi is firmly established in China and now Vietnam and is currently engaged in projects in the Middle East.

"Central to our ethos is the belief that every child who receives a Reigate Grammar School education is on a journey with noble purpose and will go on to make the world a better place."

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EAL TEACHER (PREP SCHOOL) JOB DESCRIPTION

Main Task and Responsibility

The EAL Teacher (Prep School) will support the planning and delivery of English language support for students with English as an additional language, in order to ensure their engagement in, and success across, the curriculum, through developing their acquisition of the English language.

As part of the Prep School EAL team, they will assess individual students' needs and ensure that students' progress is monitored and assessed, in line with school policy and the direction of the EAL teacher, implementing additional interventions when required to achieve desired outcomes. They will ensure EAL is considered in the planning and preparation of lessons and that the required differentiated work is provided to support all EAL students.

They will develop and maintain ongoing links with parents, so that the needs of students are continually supported and their educational achievements are shared and targets are agreed upon. They will support, enable and engage parents and carers in providing help to their own children, informing them of the planned EAL programme for their child and sharing how best they can support their child.

They will ensure that they continually develop themselves, in order to secure high standards of EAL teaching and learning.

Job Summary

To assess and deliver a personalised curriculum to RGSV students from Reception to Year 6. To enable students to become more independent learners and to help to raise standards of achievement and facilitate effective progress. The post holder will be responsible for working with and supporting colleagues to raise attainment for students with EAL. This will involve identifying students with EAL who require support/ intervention; planning for this provision and delivering appropriate and high quality teaching.

Essential Job Responsibilities

The EAL Teacher is accountable for:

- Working collaboratively with the EAL team, the PYP Coordinator and the Head of Prep School to ensure the smooth running of the Prep School EAL programmes
- Working with the EAL Lead to ensure that student records show their clear effort, achievement, progress targets, next steps in learning; and collaboration between student, parent, teacher and EAL department, supported by clear, agreed evidences

- On-going evidence gathering (tracking) and monitoring, and re-establishing the targets/next steps in learning and strategies (e.g. moderation and evidences of students' progressions placed on the appropriate shared server)
- Students' targets/ next steps in learning align with the English expectations within all learning areas, where appropriate
- Review of students' progression to the next level which will bring full consultation with subject specialists and class teachers
- Involving the students in planning for their own second language development
- Working collaboratively to plan support which builds upon students' prior knowledge and experience including their home language
- Planning significant units of language inquiry, to be explored in depth
- Planning which accommodates a range of ability levels and previous exposure to English
- Using a range and balance of teaching strategies to promote second language acquisition
- Viewing students as thinkers with their own emerging theories and language learning strategies
- Using a variety of resources representing multiple perspectives
- Empowering students to use English to communicate socially and succeed academically
- Involving students actively in their own learning and language development
- Pursuing open-ended inquiry and real-life investigations to enhance language development
- Maintaining constant awareness of the needs of second language learners especially in collaborative planning sessions and materials design to support the class teacher
- Viewing planning, teaching and assessing as interconnected processes and in collaboration with the class teacher
- Using a range and balance of assessment strategies to suit the readiness of the learner and their language development phase
- Involving students, parents and colleagues in the EAL assessment process especially in the case where unit work is produced in the home language
- Involving students in shared reflection during and at the end of each unit and enabling students to see assessment as a means of describing their language learning progress
- Active participation in constructive professional appraisal based directly on the points in the job description, therefore continually working to improve learning for students
- Actively seeking professional development in any of the above points which are considered by the teacher to require development



SAFEGUARDING

RGS Vietnam is committed to safeguarding and promoting the welfare of children and young people and expects all staff to share this commitment. All applicants should read the school's Safeguarding policy, which is available on our website, and are required to declare any criminal convictions or cautions, or disciplinary proceedings related to young people. Applicants must be willing to undergo child protection screening appropriate to the post, including checks with past employers and the Disclosure and Barring Services. Full details are given on the application form.

EQUAL OPPORTUNITIES

RGS Vietnam is an equal opportunities employer and welcomes applications from appropriately qualified persons regardless of gender, marital status, sexual orientation, race, ethnic origin, colour, nationality, religion, disability or age. Candidates will be assessed against relevant criteria only (i.e. skills, qualifications, abilities, experience) in selection and recruitment.

APPLICATIONS

The closing date for applications is 4pm on **31st January 2023.**

You should submit:

A full CV which details:

- Your entire work history.
- Reasons for leaving your current role.
- Details (name, address, email address and relationship to you) of at least two professional referees from your most recent position(s).

A covering letter addressed to the Education Director outlining:

- Your reasons for applying.
- Relevant professional experience that you feel is aligned to the needs of the role.
- Your personal educational philosophy.

A complete HR Form:

- This can be found on the school website.

Applications should be made electronically to Hr@reigategrammar.edu.vn

The recruitment process will proceed as follows:

- All applications should be submitted by **31st January.** They should consist of a CV, completed HR Form and a cover letter. Interviews will be conducted before the end of April.

RGS Vietnam is committed to ensuring that the privacy of applicants and employees is protected.



INFORMATION ABOUT HANOI

Hanoi, situated within a bend on the right bank of the Red River, has been the capital city of Vietnam since AD 1010 (apart from a period in the early 1800s when the Emperor of the Nguyen dynasty decided to rule from Hue and the additional use of Saigon and Da Lat as the capital of French Indochina) - and 2010 marked the 1000-year anniversary of its establishment. Hanoi's cultural heritage is rich, combining aspects of this ancient city development with the colonialism brought by the French in the mid 19th century.

Hanoi is a small city with a compact historic centre, lakes tree-lined boulevards, narrow alleys, villas, churches, temples and pagodas, shared by a population of 2.6 million people using about 1.8 million motorbikes.

Hanoi has a warm humid subtropical climate (i.e. it rains a lot). Summers (May to September) are hot and humid, with most of the year's 1.68 meters of rainfall (and sticky at 80-100% humidity). Winters, (November to March) start mild and relatively dry becoming more humid, with spring (April) bringing the chance of light rains. There is usually cloud/fog in the winter (for example, February only has 1.8 hours/day of sunshine) and it can be cold especially around Halong Bay to the east. Temperatures have ranged from 2.7oC (36.9oF) to 40.4oC (105oF) but more usually 13oC-25oC winter and 24oC-32oC in summer.

The local people of Hanoi are friendly, hard-working, busy about their everyday lives and helpful when you are trying to make yourself understood in order to buy those particular bananas or to get the taxi driver to go exactly where you want.

Working and living in Hanoi offers a huge array of benefits. There are many places to visit in Hanoi in addition to the restaurants and cafes, museums, temples, pagodas, churches, modern as well as traditional theatres and some very grand hotels.

There are numerous lakes and parks within the city with good walking paths: Hoan Kiem Lake, Bay Mau Lake, Truc Bach Lake or part of the large Tay Ho (West Lake) as well as a myriad of smaller ones scattered across the city. The Botanical Gardens is also a pleasant park for walking.

Hanoi Opera House is host to a wide range of international musical performances (as well as being a superb example of French colonial architecture) and features regular performances by the Hanoi Philharmonic Orchestra of the Vietnam National Academy of Music.

There are cinemas showing films in English such as the multiplexes in the Vincom Towers and The Garden Centre shopping complex and the French art-house cinema, Hanoi cinematheque, which shows original language films with English subtitles. Hanoi Water Park is a family attraction north of the city centre with the usual wet rides and play areas.

Ho Chi Minh Mausoleum Complex is a traffic free area with parks, pagodas, memorials, monuments and museums located in Ba Dinh Square where the Vietminh leader read the Declaration of Independence on September 2nd 1945 establishing the Democratic Republic of Vietnam. The imposing structure is modelled on Lenin's tomb in Moscow.





Thang Long Water Puppet Theatre is a treat for adults as well as children with live music, singing and a unique story-telling model.

The Army Museum details Vietnam's struggle against colonial powers, with photos and exhibitions from both the French and American wars appropriately located on Dien Bien Phu Street - named after the city near the Laotian border west of Hanoi and the significant defeat over the French in 1954. The National Museum of Vietnamese History is housed in the old French consulate with a collection of historic relics from prehistoric carvings to Buddhist and Han tomb artifacts.

One-pillar Pagoda is a wooden reproduction of a pagoda built in 1049.

Quan Su Pagoda is a very important Buddhist temple constructed in the 15th century now the headquarters of the Vietnamese Central Buddhist Congregation.

Hoa Lo Prison was built by the French in 1896 and used to house prisoners of war including Lt. Everett Alvarez, the 1st official American pilot shot down over Vietnam; Pete Peterson, the ambassador to Vietnam; and U.S. Senator John McCain. Nicknamed the Hanoi Hilton it documents the prisoners' history from a Vietnamese perspective.

Other museums include the Revolutionary Museum, Vietnam Ethnology Museum, Vietnam Museum of Fine Arts and the Women's Museum: enough to keep you steeped in Vietnamese history and culture throughout your stay.

Beyond Hanoi, Vietnam offers endless possibilities: mountains, wetlands, forests, national parks, animal sanctuaries, beaches, and coastlines... further afield an amazing array of Asian opportunities awaits.

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