COMPASS INTERNATIONAL SCHOOL DOHA

A NORD ANGLIA EDUCATION SCHOOL

Applicant Information Handbook

2022

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A Message from our Executive Principal

Dear Applicant,

May we firstly thank you for your interest in the Compass International School Doha. As a prospective teacher for one of our campuses, we would like you to gain a flavour of our organisation, what makes us unique and what it is like to be part of our school.

We believe that our school offers a first-class experience 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 well qualified, strong, innovative, and a have a huge passion for teaching in an international environment. Our teachers and support staff are constantly seeking to enhance the experience for our children both in and outside the classroom. 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 highly motivated, intelligent, respectful and very hardworking.

We consider our teachers to be our schools' most valuable and important resource. It is important for the continued improvement of the schools that we recruit and retain good teachers who, in return, enjoy their experience with us and benefit professionally from their time here. We strive to ensure that relationships are based on mutual respect, trust and understanding and that colleagues feel their contributions within the schools are valued, their needs are recognised and that their participation makes a difference to them personally and to the organisation as a whole. To achieve this desired outcome, the campuses have well-planned induction programmes, varied and interesting continuous professional learning opportunities and supportive systems for 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. We are ambitious for their success. This 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, all our campuses provide a wide range of opportunities for each child to succeed. Achievement and effort are then recognised, praised and celebrated. This makes the children feel good about themselves and in general develop a more positive and confident attitude. We want our students to feel proud of themselves and of their schools.

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

Living and working in Doha is an adventure and an experience of a lifetime. The transformation that Doha has gone through over the last 40 years is impressive, developing from a small fishing port to a vibrant hub of finance, trade and engineering. Education is one of the top priorities for the country and our campuses are well supported within the city and within the State of Qatar. Qatar has hosted and successfully bid for some major international sporting events including the FIFA World Cup in 2022.

We encourage you to apply to the school for a suitable teaching position. If you are successful, I am sure you will find the post professionally stimulating and very rewarding. Your time in Doha also promises to be personally enriching. We wish you the best of luck!

Paul Holyome

Executive Principal,
Compass International School Doha

Who Are We?

We are a small part of a very large family: Nord Anglia Education is a leader in international provision of high quality, innovative education, training and guidance for children and young adults. Founded in 1972, Nord Anglia Education established its first international school in Warsaw in 1992 and now comprises over 76 International Schools. We have over 68,000 students representing more than 80 nationalities across our family of schools in 31 countries.

Currently, our sister schools are located in the following areas:

China:

- China, Shanghai Pudong
- China, Shanghai Puxi
- China, Shanghai
- China, Beijing Fangshan
- China, Beijing Sanlitun
- China, Beijing Shunyi
- China, Chengdu
- China, Foshan
- China, Guangzhou
- China, Hong Kong
- China, Jiaxing
- China, Nanjing
- China, Nantong
- China, Ningbo
- China, Shenzhen
- China, Wenzhou

Europe and Middle East:

- Czech Republic, Prague
- Hungary, Budapest
- Ireland, Dublin
- Kuwait, Kuwait
- Poland, Warsaw
- Qatar, Doha with four campuses in Rayyan, Gharaffa, Madinat Khalifa and Themaid
- Qatar, Al Khor
- Russia, Moscow
- Slovakia, Bratislava
- Spain, Madrid
- Switzerland, Villar-sur-Ollon
- Switzerland, Pully
- Switzerland, Nyon
- Switzerland, Aubonne
- Switzerland, Geneva
- The Netherlands, Rotterdam
- UAE, Abu Dhabi
- UAE, Dubai
- Uzbekistan, Tashkent

Southeast Asia:

- Cambodia, Phnom Penh
- India, Bangalore
- India, Hyderabad Bachupally
- India, Hyderabad Gachibowli
- India, Mohali
- India, Visakhapatnam
- Indonesia, Jakarta
- Malaysia, Kuala Lumpur
- Myanmar, Yangon
- Philippines, Manila
- Singapore, Singapore
- Thailand, Pattaya
- Thailand, Bangkok
- Vietnam, Ho Chi Minh City
- Vietnam, Hanoi

The Americas:

- Costa Rica, San Rafael de Alajuela
- Brazil, Sao Paulo
- Ecuador, Quito
- Ecuador, Samborondon
- Mexico, Monterrey
- Panama, Panama City
- USA, Boston
- USA, Charlotte
- USA, Chicago with schools in Lincoln Park and South Loop
- USA, Coconut Creek Florida
- USA, Houston
- USA, Washington
- USA, New York
- USA, Windermere Florida

Our Vision and Values

A Strategic Perspective

Our strategy for continuous improvement asks us to consider why we do what we do. Only then can we analyse where we are, where we need to go next and how we will achieve our goals.

Nurture *'One Team'*

Own *'Be Ambitious'*

Role Model *Nord Anglia Values*

Deliver *Results*

Our Values

NORD ANGLIA EDUCATION

Ambitious

Courage

Integrity

Respect

Openness

Overview of the School

With the recent addition of the new purpose-built Themaid campus, the School's total capacity has increased to over 3000 students split across the four campuses, with full enrolment being reached incrementally over the next five years.

Currently the School has over 1800 students of whom, 290 are in the Primary School and 450 in the Secondary School at Madinat Khalifa. A further 500 are in Early Years and Primary School at Gharaffa with 250 in Early Years and Primary at Rayyan. 350 students from Early Years to Year 13 are enrolled at Themaid campus for its first year.

The campuses are located across four separate areas of Doha with distances between individual campuses varying. Across all four sites, the School has close to 300 employees.

The School operates an extensive coaching and induction programme for all new staff and works with colleagues on a personalised and professional development programme.

We are proud of the academic progress of our students and we are equally proud of the extensive range of opportunities beyond the confines of the classroom that encourage our children to explore new opportunities to extend their skills and interests. Whether this be playing on one of the school sports teams, preparing for a school production or musical performance or debating global issues at the Model United Nations, we encourage students to take centre stage as part of their development as confident, self-assured students. Our collaboration with The Juilliard School in New York supports our Arts provision and our collaboration with Massachusetts Institute of Technology (MIT) in the USA is helping us be creative in our work on STEAM subjects (Science, Technology, Engineering, Arts and Mathematics).

We offer a broad range of different Extra Curricular Activities as part of our after school provision. This includes sporting activities; martial arts; music, art and drama groups; debating and Model United Nations; craft activities, chess and much more. All staff are required to contribute to this programme. We also offer a number of externally run clubs and activities and have a variety of trips and expeditions. The school has over 100 students and 20 staff involed in the Duke of Edinburgh's International Award.

The Curriculum and School Day

At our schools, we follow the Early Years Foundation Stage curriculum followed by the International Primary Curriculum, using the English National Curriculum for maths and English from Years 1 to 6. In Key Stage 3, we follow the English National Curriculum followed by IGCSEs in Years 10 and 11. This leads to the prestigious IB Diploma Programme and International A-Levels in Year 12 and 13. We are proud of our accreditation as an International Baccalaureate Organisation (IBO) World School having achieved this for our first cohort in 2014.

Compass International School Doha was awarded accreditation for the International Primary Curriculum (IPC) in 2019, the first IPC accredited school in the Middle East.

Each day consists of 5 (or, for some IB/A-Level students, 6) main teaching sessions with 15 minutes for morning registration. There are two 30 minute breaks in the school day.

Typical Schedule for Primary		
07.15	07.30	Registration
07.30	08.30	Session 1
08.30	09.00	Session 2
09.00	09.30	First Break
09.30	10.30	Session 3
10.30	11.30	Session 4
11.30	12.00	Second Break
12.00	13.30	Session 5
13.30	14.30	Clubs/ECAs

Typical Schedule for Secondary		
07.15	07.30	Registration
07.30	08.30	Lesson 1
08.30	09.30	Lesson 2
09.30	10.00	First Break
10.00	11.00	Lesson 3
11.00	12.00	Lesson 4
12.00	12.30	Second Break
12.30	13.30	Lesson 5
13.30	14.30	Lesson 6 (IB/A-Level) or clubs/ECAs

School Development Plan

The School Development Plan embraces all aspects of the school. The Heads of School and other members of the Leadership Team monitor this plan. This establishes the strategic priorities for the school after consultation with staff.

School Leadership Team

The School Leadership Team comprises:

- Executive Principal
- Head of Gharaffa Campus
- Head of Madinat Khalifa Primary School
- Head of Madinat Khalifa Secondary School
- Head of Themaid Campus
- Head of Rayyan Campus
- Head of Secondary - Themaid Campus
- Executive Assistant to Executive Principal

There are separate Primary Leadership Teams at each campus with a Secondary Leadership Team at Madinat Khalifa and Themaid.

Continuing Professional Development is an important part of our school's culture. We are committed to ongoing Professional Development Reviews and individualised staff learning programmes to help us provide the best for our students.

Our Teaching Team

Our teaching team is both friendly and welcoming. As the majority of teachers have spent time working in the UK or other international schools, they understand the challenges of relocating to another country and are happy to share their experiences. They are a very sociable group and organise events to bring people together after school through sports activities, cultural events or relaxing over a Friday Brunch.

Nord Anglia University

Nord Anglia University (NAU) offers an on-line platform and face-to-face training opportunities to support staff in all areas of the curriculum and in developing leadership capabilities. It is a unique part of being a member of a Nord Anglia School. Through NAU, staff can do self supported or facilitated courses on line. There are opportunities to undertake residential middle, senior and executive leadership training courses as well as the chance to complete a Masters in International Education in partnership with Kings College London. Our performing arts teachers are supported through a unique collaboration with The Juilliard School in New York; Primary teachers and secondary specialists in STEAM subjects (science, technology, engineering, arts and maths) have the support of the Massachusetts Institute of Technology (MIT), USA.

Nationality of Teaching Team

Our teachers come from all over the world. There are over 12 different nationalities including UK, Ireland, South Africa, Syria, Turkey, Qatar, Jordan, USA, Poland, Australia, Holland, Spain, Italy, New Zealand, Colombia and France.

Learning Assistants and Support Team

We have a team of Learning Support Assistants and other support team members. Classes in Key Stage 1 are allocated their own individual Learning Assistant and two classes in each Year Group in Key Stage 2 share one Learning Assistant between them.

Our Students

There are over 70 different nationalities of students in our school. The top nationalities are: British, American, Qatari, Dutch, Danish, Portuguese, Italian, German, French and Japanese.

Our School Community

In school, we have elected School Councils in both Primary and Secondary Schools. Students are involved in the appointment of senior staff to the school, are employed in various roles during the week and are expected to participate fully in school life. We run exciting school productions and have an expanding music and drama programme. We participate in a range of competitive sports with a high commitment by staff and students.

Our students engage in debate across our Nord Anglia Education Schools through the Nord Anglia Global Campus and the Global Classroom for students from Year 3 upwards. Our staff use a similar on-line platform to discuss teaching and leadership issues through Nord Anglia University.

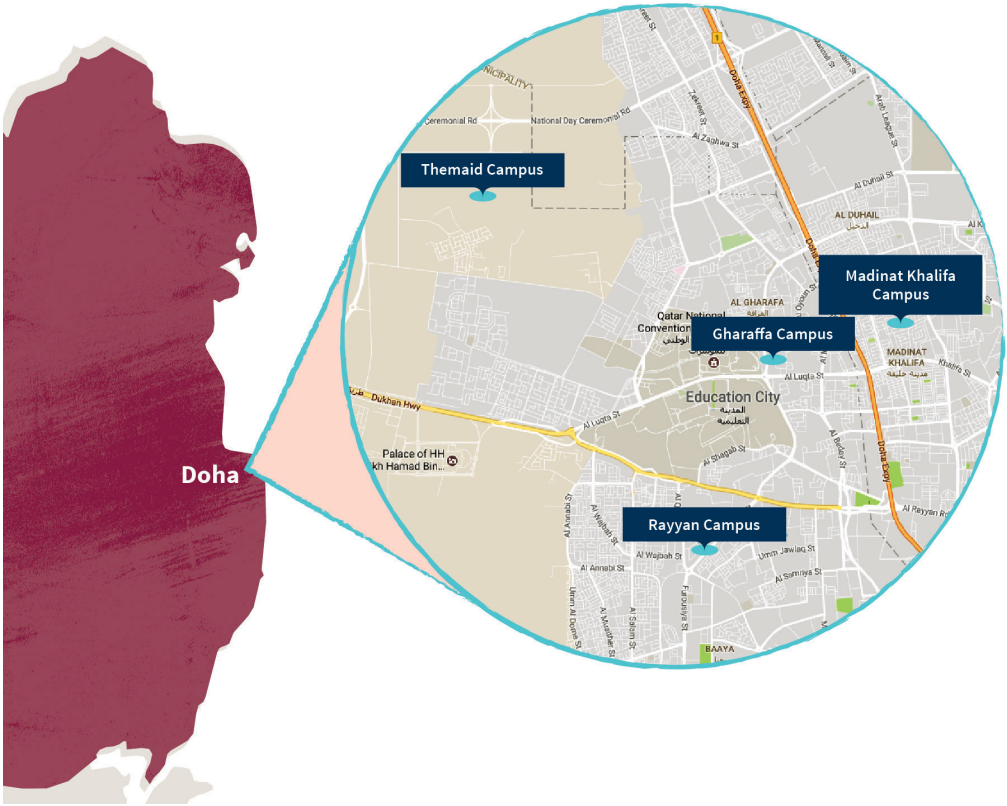
We believe that it is important that our students develop an understanding of their host country and have the opportunity to put something back into the society in which they live. Children in the Primary School at Madinat Khalifa are supported by students in the IB programme through mentoring and paired reading programmes. Students from Year 5 and above are able to take part in an annual Activities/Residential programme and explore different regions in the Middle East and further abroad, including an annual expedition to Tanzania for students in Year 12. Several day trips are organised for younger students.

In addition to this, the expat community spirit in Doha is very strong. We have established the Friends of Compass School (our version of the Parent Teacher Association) at each campus and we are working with parents to raise the profile of the social aspects of school life.

The combination of parental input and staff commitment in the form of our Extra Curricular Activities Programme ensures that all age ranges have a full and varied calendar of activities.

Our Location

Compass International School Doha is located on four sites in residential areas of the city:



Our Facilities

Our most important resource at our school is our team of dedicated teachers. In addition to this, we need to have the right facilities and resources to support our teachers.

Our schools are full and busy places with very little unused space in our compact buildings. These are well-equipped with a high standard of fittings and furnishings and offer good facilities for academic work, indoor and outdoor play. In September 2019, we opened our brand new Themaid Campus which is purpose built with world-class facilities including innovative performing arts and STEAM Learning Labs, and outstanding sports facilities including a 25-metre swimming pool, a sports hall and an outdoor football pitch. On each site, we have a number of portable technology devices (laptops and iPads) supported by fully functional wireless (wi-fi) systems, specialist music facilities, school libraries and, in Madinat Khalifa, a dedicated IB Learning Centre.

Living in Doha

Doha is a modern city with a population of 2.5m. The city is working hard to prepare for the Football (soccer) FIFA World Cup in 2022 so there is a lot of building going on with new stadiums and a lot of work on infrastructure projects including roads and a new metro system.

There are several cultural centres including a magnificent Opera House set in the Cultural Heritage Village of Katara, the Qatar National Convention Centre, the Qatar National Library, and a significant number of sports arenas and stadiums for Football, Handball, Tennis, Golf, Motorsport and Equestrian Activities. There is also a large area outside the city devoted to the training and running of camel races and the Lusail Motordrome for motorcycling, sports car events, drag racing and drifting.

Mobile phones from the UK work over here but your provider will probably charge roaming fees. If you have your mobile 'unlocked,' you can buy a sim card with a local number. We provide all new staff with a sim card on arrival.

Our HR Department will allocate accommodation for overseas hired staff before they arrive in Doha. Single teachers stay in school provided apartments. Families are placed in compounds within easy reach of the school. In your second year, you may opt to take the housing allowance and find your own accommodation. We do not offer this for new arrivals in Doha. Accommodation is not provided for local hired staff.

We provide local and international medical insurance to our full time, school-sponsored teachers in Doha. This provides GP services, specialist consultations, maternity, lab tests and x-rays etc.

Our Human Resources Team will help you set up a bank account (currently Commercial Bank of Qatar - CBQ). It is a simple process but requires you to have completed the requirements for obtaining your Resident's Permit to be able to hold a credit card or set up a loan for car purchase. CBQ has an on-line banking service and it is quite simple to transfer money back to the UK or elsewhere.

Traveling around is usually by taxi because the public transport system is very limited in the city. Private hire taxis are most common and work off the meter. However, they are very reasonably priced and very fair to their customers. Uber has also come to Doha with many choosing this app service for convenience and set pricing. Some staff prefer to buy or rent a car. Obtaining a driving Licence is straightforward once you have received your residence permit. You may drive in Qatar for a limited period of time on your UK licence but you will need to obtain a Qatar Driving Licence as soon as you can. If you wish to drive in Qatar, you will need to have your photo ID Licence. People holding driving permits from other countries will need to check the regulations applicable to them.

There are many shopping malls that all contain supermarkets, the most common being Carrefour, LuLu and Al Meera. There are other good supermarkets (Family Centre, MegaMart, Monoprix, Spar) and corner shops in most localities. These supermarket chains offer good food at good prices and provide many UK branded goods (including Cadbury's chocolate and Heinz Baked Beans).

Clothing is generally of good quality but can be expensive. Marks and Spencer have outlets here but are more expensive than the UK. When

selecting clothes to wear, please be mindful of the cultural expectations of living in Qatar. For females, knees and shoulders should be covered at all times when in public. Men can wear shorts in most areas except public buildings but try to make sure that your knees are covered too.

School staff are expected to be dressed in smart business attire. It is hot in the summer so jackets are not worn all year round but male teaching staff are expected to wear a tie, a tailored shirt and smart trousers. Female staff must keep knees and shoulders covered and wear smart outfits to school.

Prior to arrival, all new team members are offered a buddy teacher who will be your ears and eyes on the ground in Doha. They will guide you through the processes that they enjoyed or endured on their arrival to Qatar and will be your first point of contact for any questions you may have.

There is a Team Orientation Programme for new teachers on arrival in Doha to help you settle in and find your bearings. This will include obligatory Health and Safety training and First Aid training. You will be required to have a medical on arrival where you will be tested for TB and Hepatitis C.

This is required by the government to start the resident process. There will be some sightseeing and, of course, a trip to IKEA.

Documents which will be required to obtain a Qatar Identification (QID) include, but are not limited to: Original University transcripts, Letter from University, marriage certificate and children's birth certificates. All of these documents require attestation by home country and Qatar Embassy. In addition, NAE requires 10 years Police Clearance for employment within the Nord Anglia Education system as well as the successful completion of our Safeguarding course. This is accessible online for all successful applicants. We hope that this answers some of the questions that you may have. We will respond to individual questions, however trivial they may appear to be, on a case by case basis.

Appointment Process

Applications should be made through our online recruitment site:
https://www.nordangliaeducation.jobs/vacancies.aspx

All applications should include a CV, letter of application and contact details of three professional referees. One reference must be from the most senior leader in your current post (usually the Principal, or Head of School).

All applicants should have a detailed knowledge of their specialist area (EYFS, English National Curriculum Key Stages 1-3, IGCSE/GCSE in Key Stage 4 or the IB Diploma Programe / A-Levels) and associated assessment strategies.

We wish you every success in your application.

A Global Education

Education and learning has always been our focus and area of expertise. Our people and the people we work with all have a good understanding of what this means to us. We aim to provide students with the opportunity to be the best they can be.

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Be Ambitious