



DISV Employment Strategy

Aim: to ensure that the school is staffed by **DYNAMIC, MOTIVATED, FLEXIBLE** and **EFFECTIVE** personnel committed to a constantly improving educational institution.

CLIMATE OF EMPLOYMENT

At DISV, we aim to create and sustain an effective **CLIMATE** of employment, because we believe that the quality of learning within a school depends on each and every member of staff. This climate can be divided into **EMOTIONAL** and **PHYSICAL** working environments.

Embracing and fostering the attributes of the IB Learner Profile, the **EMOTIONAL** environment will be:

emotionally **SECURE**, focussed on building self esteem and the encouragement of informed 'risk taking' and leadership

mutually **RESPECTFUL**, with the views, strengths and needs of workers valued

rich in **PRAISE** and celebration, ensuring working is a positive experience for all

EXCITING and enjoyable, with purposeful and positive sharing of experiences and talents

a celebration of **DIVERSITY**, with internationalism embraced

Consistently adopting 'best practice', the **PHYSICAL** environment will:

exhibit creative, informative and interactive **DISPLAY**

be efficiently **ORGANISED**, to allow all workers full access to relevant resources

provide a flexible, learning-centred **LAYOUT**

recognise that **SCHEDULES** should be dynamic, learner centred and strategic

stimulate the **SENSES**, using natural light, plants, music and scent

STRUCTURE OF EMPLOYMENT

At DISV we use the following **STRUCTURE** of employment. We believe this structure provides scaffolding and opportunity for each staff member.

Each staff member will be involved a 4-part employment structure, consisting of:

RECRUITING the employee, by considering current and future school needs, advertising internationally, using a rigorous team approach in selection where possible, being transparent about the status of the school

SUPPORTING the employee through careful induction, mentoring, and appraisal to provide a rich interactive experience.

DEMONSTRATING staff improvement through goal setting, lesson observations, data analysis; giving workers opportunities to 'show they know', through action where appropriate; effective use of performance management techniques

TRANSFERRING the employee; reinforcing employment through permanent contracts, promotion; supporting employees in their move to another position.

COLLABORATIVE WORKING EXPERIENCE

At DISV, we provide a COLLABORATIVE WORKING EXPERIENCE, because we believe that every worker can, wants and has a right to excel, both individually and in a team. We relish the challenge of ensuring that every employee is excited and engaged.

Inclusivity	<ul style="list-style-type: none">• Equality of opportunity and access for all regardless of sex, nationality, ethnicity, role.• Staff needs are met by a structured 'learning' community through peer support, mentoring, reflection, performance management, INSET and professional development.
Performance Management	<ul style="list-style-type: none">• Annual goal-setting is common practice and in line with improving students learning, student well-being and the effective organisation of the school.• We value those in leadership and colleagues visiting our classrooms/place of work and providing constructive feedback
Compensation	<ul style="list-style-type: none">• Compensation and benefit programs be sufficient to attract and retain highly qualified experienced certificated staff.• The school will provide opportunities for career development for academic and non-academic staff.• All staff should enjoy working with young people and feel intrinsic reward in doing so.
IB Learner Profile	<ul style="list-style-type: none">• We recognise that all staff should be developing the IB learner profile attributes in themselves and in others.
Data	<ul style="list-style-type: none">• We collect data from all members of community to drive our decision making.• We use ISA results and IB Diploma results to benchmark our performance against other international schools.
Staff Voice	<ul style="list-style-type: none">• The school is a small friendly family school that seeks to maintain open communications between the staff, the school's leadership and owners.• Staff are given maximum opportunity to shape, plan and lead their own learning in order to fulfil the vision, mission and aims of the school.• The school values frequent and constructive input/feedback from staff on the quality of learning and teaching, student well-being and administration of the school.
Language and Communication	<ul style="list-style-type: none">• 'Guidelines and Manuals for employees' are important to every employee's work practices• The school strongly encourages all staff to complete a course in 'ESL in the mainstream' or how to teach EFL.• The school recognise that all stakeholders occupy a different place on the language continuum and we plan accordingly.
Technology	<ul style="list-style-type: none">• Where appropriate, we utilise interactive and digital media technology within the school to aid learning and teaching, student well-being and the administration of the institution.• Staff are given access to resources online.• Web 2.0 technologies should feature across the school, with blogs, wikis and podcasts in common usage.

N.B. This policy works best if fully understood and embraced by all stakeholder groups, and will be reviewed in October 2012.