

Teacher Recruitment Policy

How teaching staff are selected, what the School requires of an applicant, and what the School commits to in return.

The School's position is that a school cannot produce independent thinkers through teachers who were never given the time or structure to think about their own lessons. Recruitment is therefore treated as a serious process, and preparation is treated as part of the job rather than as extra effort.

Who we look for

Minimum qualification is Intermediate for Pre-School and Primary, and Graduation for Middle and Secondary, with preference for B.Ed or equivalent. Subject command matters more than the certificate: an applicant must be able to explain a lesson from the relevant textbook in her own words.

Selection process

- 1 Written application with CV, CNIC copy and attested educational documents.
- 2 Subject test in the applicant's teaching subject.
- 3 A demonstration lesson of fifteen to twenty minutes with a real class.
- 4 Interview with the Principal's Office, covering discipline, child protection and the School's educational framework.
- 5 Reference check and a probation period of three months.

Conditions of employment

Every teacher attends the Saturday preparation day, prepares a written one-page plan for every lesson she teaches, submits plans for peer review, and follows the Child Protection Policy and the absolute prohibition on corporal punishment. These are conditions of employment, not preferences.

Non-discrimination

Appointments are made on merit. The School does not discriminate on the basis of religion, sect, caste, colour or physical disability. Teaching posts in the School are currently held by female staff, consistent with the School's arrangements for parent meetings described in the Policy Handbook.

What the School commits in return

One protected day each week for preparation, printed prompt cards and a fixed lesson-plan format, a partner teacher for review, and weekly professional input from the Principal at Saturday assembly. Training here is weekly and attached to the actual lessons of the coming week, not an annual session in a hall.

Version: Academic Session 2025–26. The School may amend this policy at the start of a new academic session, or earlier where a change in Government or PEF policy requires it. Amendments are notified to parents on the official WhatsApp channel.