WELLINGTON COLLEGE INTERNATIONAL PUNE

A K-12 International School

Appointment of

Primary Assistant Headteacher KS2 (Assessment & Data)

Wellington College International Pune
Location – Pune, India
Start date – January 2027



Diploma Programme

CAMBRIDGE International Education
Cambridge International School

COBIS Council of British International Schools

TAISI The Association of International Schools of India

The Curiosity Approach Wellington College International Pune ACCREDITED SETTING 2024-27

Working for
Wellington College International Pune

Wellington College UK is one of the world's most respected independent schools, founded on a distinguished heritage yet defined by a bold commitment to innovation in education. Consistently ranked among the top ten schools globally for the International Baccalaureate Diploma Programme (IBDP), Wellington UK is celebrated not only for academic achievement but also for its world-class excellence in sport, the arts, and pioneering work in wellbeing.

Bringing this global vision to India, Mr. Anuj Aggarwal, a trailblazer in Indian education and co-founder of the acclaimed Unison World School, partnered with Wellington College International to establish Wellington College International Pune (WCI Pune). Inspired by Wellington's ethos of holistic education and future-focused learning, Mr. Aggarwal is committed to redefining educational standards for students in India. As the eighth school in the Wellington College International family and the first in India WCI Pune draws strength from deep collaboration with Wellington College UK, as well as its thriving family of schools across the world.

Set on a state-of-the-art campus designed by MICA, an award-winning British architectural practice, WCI Pune is a co-educational day school with a capacity for over 1000 pupils aged 2 to 18. The learning journey begins with the Early Years Foundation Stage (EYFS) and the English National Curriculum, leading to the IGCSE course of study in Grades 9 and 10 (Years 10 & 11). In the Sixth Form, students undertake the prestigious International Baccalaureate Diploma Programme (IBDP), equipping them for success at the world's leading universities.



Wellington College International Pune brings together the best of British tradition, Indian ambition and a worldwide Wellington network, and we are looking for a leader to help us set the standard for boarding in India

Our Family of Schools

A connected international community, united by shared values and a commitment to holistic education.

WELLINGTON COLLEGE INTERNATIONAL PUNE

A K-12 International School



Role and Job Specification

Wellington College is a values-based organisation, and the core values of Kindness, Responsibility, Respect, Integrity, and Courage underpin all interactions.



Job Title – Primary Assistant Headteacher KS2 (Assessment & Data)

Reports to – Head of Primary

Location – Pune, India

Role Purpose

To work with the Head of Primary to provide strategic leadership for assessment, data, standards and pupil outcomes across Key Stage 2 and the wider primary phase where appropriate. The Assistant Headteacher will lead the development of high-quality assessment practices, oversee the effective use of data, drive standards and pupil progress, and support leaders and teachers in using assessment information to inform teaching and school improvement.

Key Accountabilities and Responsibilities

The postholder will be accountable for the accuracy, analysis and reporting of pupil performance data and for ensuring assessment information is used effectively to raise standards and improve outcomes across the school.

Key Responsibilities:

Strategic Leadership & School Improvement
Actively contribute to the strategic development of the school
Formulate and implement school-wide policies to improve the quality of education.
Lead on specific school improvement initiatives related to curriculum design and pupil achievement.
Contribute to the school's self-evaluation and Development Plan.

Standards, Assessment & Data Analysis
Lead the school's assessment calendar and ensure assessments are administered consistently.
Ensure robust moderation practices within and across year groups.
Lead statutory assessment processes, including end of Key Stage assessments where applicable.
Develop assessment systems that provide meaningful information for teachers, leaders and parents.
Produce and present termly attainment and progress reports to senior leaders.
Analyse trends in attainment and progress, identifying strengths, gaps and priorities for action.
Monitor the achievement of vulnerable groups including SEND, EAL, More Able and disadvantaged pupils.
Support teachers and middle leaders in interpreting assessment information effectively.
Lead pupil progress meetings and ensure appropriate interventions are implemented and evaluated.
Ensure interventions are strategically planned, monitored and evaluated for impact.
Develop a culture where assessment informs teaching rather than drives workload.

Quality of Teaching & Staff Development
Provide strategic leadership for Key Stage 2.
Support Year Group Leaders and teachers to secure consistently high standards.
Monitor teaching, learning and outcomes across KS2.
Lead pupil progress meetings across KS2.
Coordinate transition arrangements between KS1 and KS2.
Ensure assessment information is used effectively to improve learning experiences and outcomes.

Key Responsibilities:

Deliver professional development on assessment, feedback and effective use of data.
Coach teachers and middle leaders in analysing and responding to pupil progress information.
Support staff to use assessment systems consistently and accurately.
Model outstanding classroom practice, maintaining a clear teaching commitment.
Monitor and support the quality of teaching, providing coaching, mentoring, and constructive feedback to staff.
Appraise staff, addressing underperformance through support and training.
Establish a culture of "open classrooms" to share best practice.

Safeguarding & Community
Ensure all curriculum planning incorporates safeguarding
Maintain a high profile and visible presence around the school to support positive behaviour.
Build positive partnerships with parents and the wider community to support pupil achievement.

Person Specifications and Personal Attributes

Person Specifications

- A relevant (Bachelors/Masters) degree and professional teaching qualification (PGCE, QTE, or equivalent
- At least 3 years' experience teaching in a primary setting, preferably within an international context with a proven track record in a balanced pedagogical approach to teaching the English National Curriculum
- Strong knowledge of child development and best practices in teaching and learning.
- Familiarity with the philosophies of cross curricular, enquiry-based learning preferred.
- Exemplary levels of written and spoken English.
- Experience with premium international schools.
- Cross-cultural working experience is a significant advantage.

Personal Attributes

- Commitment to safeguarding and promoting the welfare of children.
- Highly reflective practitioner with a "can-do" attitude Resilience and the ability to work under pressure.
- High levels of personal and professional integrity .
- Highly reflective practitioner with a commitment to continuous improvement .
- Resilient and adaptable leader who remains focused under pressure .
- Commitment to collaborative leadership and professional growth of others .
- Ability to build positive relationships and influence others effectively .

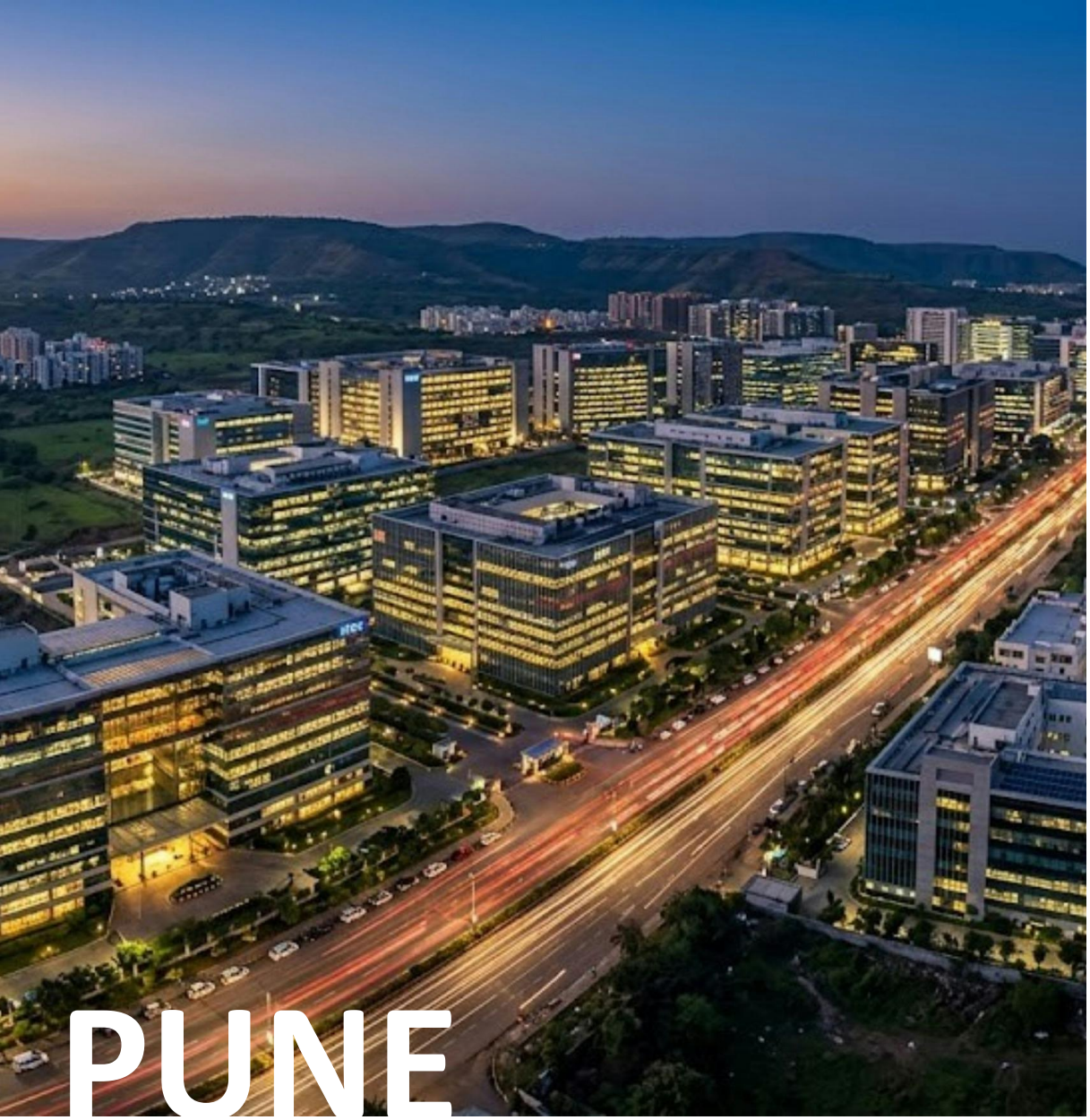
Person Specifications and Personal Attributes

Experience – Required

- Appropriate qualifications, as above.
- Ability to translate complex data into clear actions for teachers and leaders
- Ability to identify trends and priorities from multiple sources of evidence
- Ability to lead difficult conversations regarding standards and pupil outcomes
- An innovative approach to education, with a willingness to embrace ICT skills.
- Outstanding communication skills, verbal and written.
- An ability to inspire young learners, setting high academic expectations.
- A strong commitment to Wellington values, inherent in the hallmarks of a holistic education, and a willingness to contribute to an evolving CCA programme.
- A resilient and determined mindset, with a capacity to work in a school team with overt positivity.
- Good knowledge of international curricula (IB, Cambridge, or equivalent).
- In-depth knowledge of compliance, safeguarding, and international accreditation standards.

Experience – Preferred

- A passion for children, positive nature, and a love of professional and lifelong learning form our fundamentals.
- Embraces every aspect of childhood and have an openness and willingness to learn about evolving pedagogical practices.
- Strong ability to embrace change and to work to tight timelines.
- Strong mind-set for continuous improvement to meet or exceed expectations.
- If the candidate has experience of and exposure to Indian life and culture, it would be an added benefit.
- A strong capacity for flexibility, coupled to an inherent sense of humour.
- Significant experience in multicultural environments.
- Experience with reputation building and community relations with measurable enrolment impact.



PUNE

INDIA

MAHARASHTRA • WESTERN INDIA

About Pune

Pune is one of India's established education, technology and manufacturing centres, offering an attractive destination for professionals and their families.

Known for its strong academic heritage and growing global business presence, Pune combines professional opportunities with a cosmopolitan lifestyle, modern residential communities, quality healthcare and access to international schooling.

The city offers a range of housing options, international dining, shopping, sports and leisure facilities, alongside opportunities to experience India's rich cultural heritage. Its location also provides access to Mumbai and a wider network of international air connections.

For international educators, Pune offers the opportunity to build a rewarding career within a globally minded educational community while experiencing life in one of India's most dynamic cities.

With thoughtful relocation support covering accommodation, healthcare, family needs and local orientation, moving to Pune can be an enriching professional and personal experience.

PUNE, INDIA

Facilities & family support

A practical overview for expatriates relocating to Pune



RESIDENTIAL COMMUNITIES

WHERE TO LIVE

Furnished and semi-furnished apartments, villas and gated communities are available in Koregaon Park, Kalyani Nagar, Viman Nagar, Baner, Aundh and Magarpatta.

Many complexes offer 24-hour security, pools, gyms, clubhouses and children's play areas. Property consultants can assist with rentals and relocation.

INTERNATIONAL EDUCATION

International and English-medium schools offer IB, Cambridge and other recognised programmes. Admission and grade availability depend on each school. School transport and extracurricular programmes may be available.

SHOPPING & DAILY ESSENTIALS

Malls, supermarkets, department stores, international brands and specialty grocery stores serve everyday needs. Imported-product availability varies. Online grocery, food delivery, e-commerce, cleaning, laundry and other household services are widely available.

HEALTHCARE & MEDICAL CARE

Pune has multi-speciality hospitals, private clinics, diagnostic centres and pharmacies. English-speaking professionals are available at many major facilities. Check emergency, specialist and maternity care, plus insurance acceptance, directly with providers.

DINING & INTERNATIONAL CUISINE

Restaurants, cafés and bakeries offer Italian, Japanese, Korean, Thai, Mediterranean and other international cuisines, with vegetarian, vegan and other dietary options. Availability is generally better in established commercial and expatriate-friendly neighbourhoods.

PUNE, INDIA

Connectivity, leisure & community

Get around with confidence and make the most of life in western India



HILLS & WEEKEND ESCAPES



CULTURE & HERITAGE



CAFÉS & COMMUNITY

Trekking, cycling, hill walks and short trips to Lonavala and the Western Ghats offer easy weekend escapes.

GETTING AROUND

Pune traffic can shape daily routines, so living near the workplace and children's school may improve convenience. App-based taxis and auto-rickshaws are widely used; chauffeur-driven cars and rentals can be arranged. The metro is useful on selected corridors.

AIRPORT & INTERCITY LINKS

Road and rail links connect Pune with Mumbai and other major cities. Pune Airport has domestic and selected international services, including Dubai, Bangkok and Abu Dhabi subject to airline schedules. Mumbai Airport, around 120–150 km by road, offers wider long-haul choices.

SPORTS & RECREATION

Facilities include gyms, yoga studios, swimming pools, tennis, badminton and other sports. Golf, cycling, running groups, private sports clubs and outdoor fitness are also options, subject to membership eligibility and fees.

CULTURE & FAMILY LIFE

Explore Aga Khan Palace, Shaniwar Wada, museums and heritage walks. Cafés, restaurants, professional networks and cultural events offer ways to meet people. Family options include cinemas, children's activities, indoor recreation and weekend outings.

International Flight Connectivity

Direct international routes, onward connections and long-haul alternatives



PUNE AIRPORT • PNQ

A WIDER LONG-HAUL OPTION

Mumbai International Airport (BOM), approximately 120–150 km from Pune by road, offers a broader choice of direct long-haul international flights.

SELECTED DIRECT INTERNATIONAL ROUTES

From Pune International Airport (PNQ) • route availability varies by date and airline

DUBAI

DXB

Approx. 3h 05m

Direct service listed

ABU DHABI

AUH

Approx. 3h 10m

Direct service listed

BANGKOK

BKK

Approx. 4h 55m

Direct service listed

CONNECT ONWARD

For Europe, North America and other global destinations, travellers can connect through major hubs such as Dubai, Abu Dhabi, Delhi and other international gateways.

CHECK BEFORE BOOKING

Routes and frequencies can change with airline schedules and operating conditions. Confirm a direct flight is available on your travel date, and check any visa or transit requirements.

Route snapshot checked 22 Oct 2026 against published airline/route listings. Flight times are approximate; confirm directly with the airline before booking.

PUNE, INDIA

Climate & Landscape

A city framed by the Sahyadri hills, with warm summers, monsoon rains and cooler winter nights.

SUMMER | MARCH–MAY

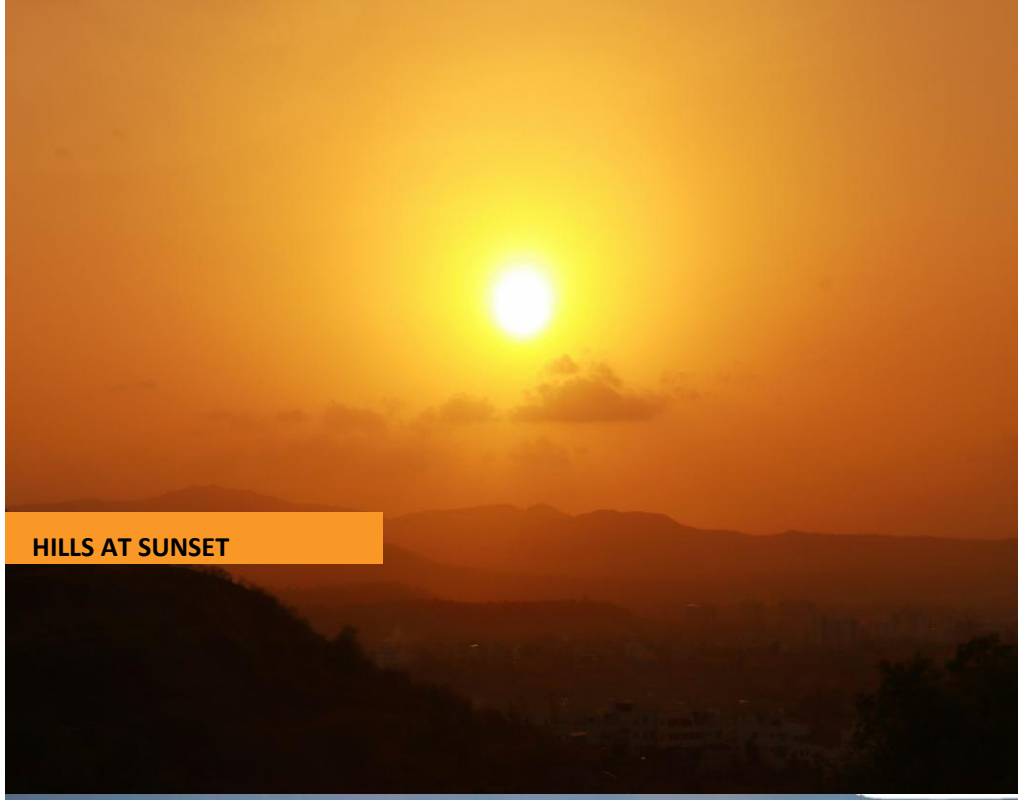
Typically the hottest period. Daytime temperatures may reach 30–40°C, with April often the warmest month.

MONSOON | JUNE–OCTOBER

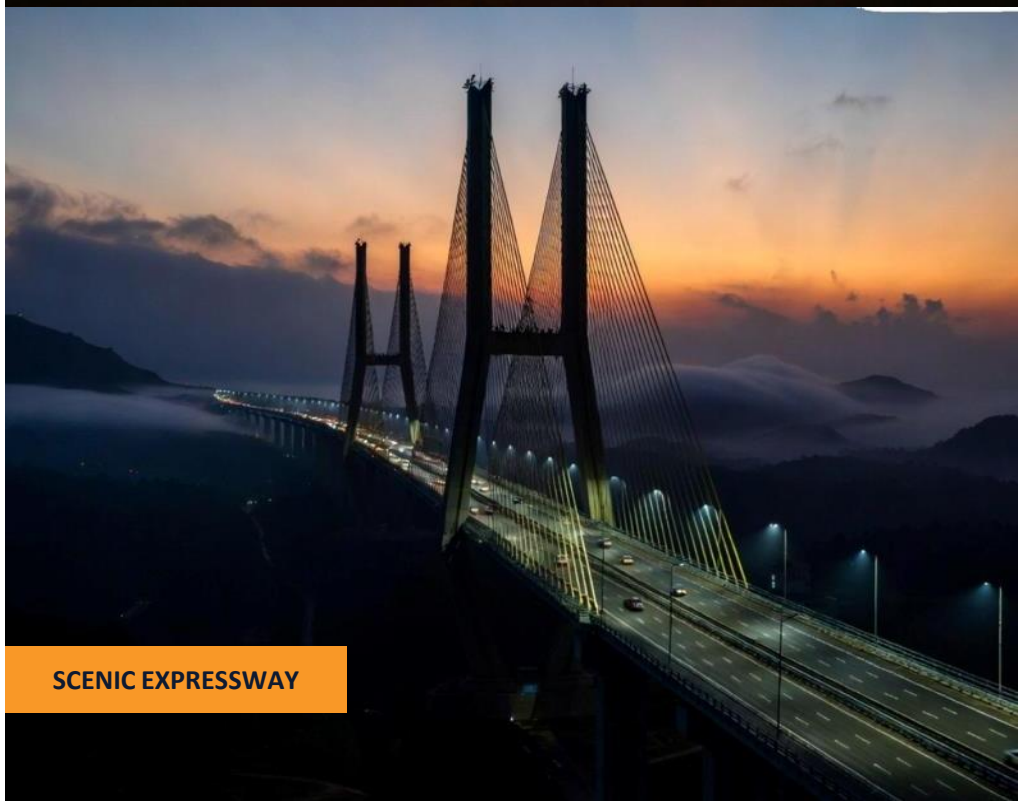
Rainfall brings greener landscapes. Most rain usually falls from June to September, with July typically the wettest month.

WINTER | FROM NOVEMBER

Days are generally pleasant, while nights can be cool—particularly in December and January.



HILLS AT SUNSET



SCENIC EXPRESSWAY

SCENIC EXPRESSWAY

How to Apply

Please submit a completed application form, together with your CV/résumé and a cover letter addressed and email it to – careers@wellingtoncollege.in

Timelines and Selection Process:

Deadline for applications: 15th November 2026

Shortlist Interviews: 30th November 2026

Wellington College International Pune reserves the right to commence interviews and appoint a candidate prior to the . Early applications are therefore encouraged.

References

Please note that we will wish to contact the referees of all shortlisted candidates. If you would prefer us to contact your current employer at a later stage of the recruitment process, please indicate this in your application. We will respect your preference and discuss the appropriate timing with you.

Safer Recruitment Policy/ITFCP Statement of Commitment

Please note this position is subject to an enhanced Criminal Records Bureau Disclosure. Wellington College International Pune is committed to equality and diversity. The College is committed to safeguarding and promoting the welfare of children, young people and adults and expects all staff and volunteers to share this commitment. All applicants must be willing to undergo child protection screening, including checks with past employers and Disclosure and Barring Service checks.

For applicants working outside of the UK, additional safeguarding checks, for example the ICPC, may be required. In accordance with Safer Recruitment best practice, submission of any police clearance confirmation, and associated documents, will be requested as a part of the requested process.