



IMPORTANT INFORMATION FOR NEW STAFF

For further information see www.triplecschool.org, www.gov.ky or
E-mail: triplec@candw.ky

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ALL FIGURES ARE GIVEN IN CI\$ UNLESS OTHERWISE STATED

SALARY SCALE

12 months
2013-2014

Teacher (1st degree) ... CI\$ 29,128-44,059

US\$34,676-52,451

Teacher (Masters).....CI\$ 30,169-45,633

US\$35,915 -54,325

US\$1.00 = CI\$0.80 selling value--cash;
\$0.82 selling value-check; \$0.84 buying
value--check/cash. (To convert to U.S. \$
divide amount by .84; to convert to CI\$ mul-
tiply amount by .84.) There is no income or
property tax in the Cayman Islands.

SALARY AND TAXES

US Citizens do not have to pay taxes on
income earned abroad, as long as it is be-
low \$92,900 and the citizen remains outside
the US (establishes foreign residency- phys-
ical presence test) for 330 out of 365 days
in one 12 month period. Canadians are sub-
ject to tax unless non-resident status is es-
tablished.

Seven years maximum teaching experience
is recognized upon entry. Fourteen years
maximum experience is the scale cap.

RELOCATION COSTS

CI\$ PER PERSON

Cayman to Miami r/t.....US \$400
Average First Month's Rent
and Deposit.....\$1,900
Average Shipping-personal.....\$200-400
Miscellaneous expenses and living
costs until 1st paycheck.....\$600
US passport is approximately **US\$100** and
photos **US\$15**.

SAMPLE MONTHLY BUDGET

SINGLE TEACHER – CI\$

Rent (1 B/R)(\$800 - \$1,000)
Rent (1 BR George Town).....(\$1000 - 1,200)
Electricity with air conditioning.....\$300.00
Water-Average monthly.....\$40.00
Land line phone – Rental\$15.00
Long Distance Rates.....Numerous plans
(US & Canada)
Food (Excludes eating out)\$300.00
Health Insurance..... up to \$290.00
Pension(5% of salary)
Gas (compact car).....\$100.00
(\$.56.65 per imperial gallon –5 quarts)

POSSIBLE INITIAL EXPENSES

(1 PERSON)

Car Expenses

Driver's licence(\$60 for 3 years)
Car Inspection.....\$25 – 1 year
Car licence.....\$160 – 1 year
Annual Insurance premium [approx.]\$600.00
Repairs.....(double US cost)
Phone Installation\$40.00
Cable TV (monthly)\$72.00
Deposits.....\$650.00
(Electricity \$100/Water \$200/Phone \$350. (Some
landlords pay water & electricity deposits.)

Note: E-mail is accessible from the school.
It is advisable to have approximately \$4,000-
\$5,000 (US\$) for relocation costs – that is with-
out a car. A car is necessary on the island un-
less you live right next to campus, but even
then transportation is needed to go grocery
shopping, participate in church/school activities
and enjoy the island. Public transportation is not
available in some places and is somewhat ir-
regular. Teachers either ship car (driving it to
Tampa or Miami) starting at a cost of US\$1000
for shipping plus 27.5% duty or higher based
on book value, or else buy a used car here.

If you want to drive to Miami or Tam-
pa, the car can be shipped from there.
(See Shipping). Packing of the car
with personal belongings is usually not
permitted.

PASSAGE ALLOWANCE

An initial passage and freight allow-
ance is given to all overseas staff and
teachers (and dependents who ac-
company or follow them within six
months). **50% of the allowable initial
one-way travel costs, including
freight, are reimbursed upon arri-
val. Further remuneration up to
100% is given depending on the
length of the contract (See contract
for details).**

AIR TRAVEL

There are several flights a day to and
from Miami, and flights to Kingston,
Jamaica; Havana, Cuba; La Ceiba,
Honduras; Houston, Texas; Tampa,
Florida; Atlanta, Georgia; Charlotte, N.
Carolina; New York, New York; Chica-
go, Illinois; Nassau, Bahamas; and
London, England. There are also sea-
sonal flights to other U.S. cities such
as Detroit, St. Louis, Boston, Chicago,
and Indianapolis. Cayman Airways,
American, US Air, Northwest, Delta,
and Continental provide service from
the U.S. Service to and from Kingston
is provided by Cayman Airways. Di-
rect service to and from Nassau and
London is provided by British Airways.

There is a good inter-island service
with an average of at least one flight
per day to Little Cayman and Cayman
Brac.

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SHIPPING

(See policy on reimbursement under Passage Allowance.)

The Triple C contract restricts freight to educational supplies, personal belongings and soft furnishings. A total of 400 pounds per adult and 200 lbs per child are allowed. Most housing is furnished, but all soft furnishings—sheets, towels, utensils, pots/pans, dishes—should be brought, unless instructed otherwise. Shipping from Miami can take from 1-3 weeks. If your shipping of educational supplies will cause you to exceed the maximum allowed, please have excess weight pre-approved by the principal. Check airline for baggage and weight allowance and excess baggage costs. Size and weight of luggage are important. There are three methods of shipping that we have found successful: By truck/sea freight, by air freight or by excess baggage. Please be sure that everything you ship is packed with packing lists on the outside and inside of the box or suitcase. Retain a copy with you. Work permit is necessary to clear personal shipments.

AIR FREIGHT

Your name
Triple C School
74 Fairbank's Rd.
Grand Cayman
Cayman Islands

OCEAN FREIGHT

Your name
Triple C School
c/o Malvar Freight Forwarders
4141 N.W. 36th Ave
Miami, FL 33142
305-638-1770

OCEAN FREIGHT

Your name, Triple C School
Grand Cayman
c/o Thompson Line
9505 NW 108th Ave.
Medley, FL 33178
305-805-6620

OR

Your name, Triple C School
Grand Cayman
c/o Thompson Line
2802 Guy Verger Blvd.
Berth 208
Tampa, FL 33605
813-247-7002

HOUSING

The employee is solely responsible to locate and pay for his own housing and local transportation. However, Triple C School will arrange for housing for any new employee, and if unable to find housing immediately, will cover one week's accommodation upon arrival if requested. A one month security deposit is usually required on most apartments, which range from small studio (CI\$600) to one bedroom (CI\$8-900) two bedroom (CI\$1200) and up, depending on location.

UTILITIES

Electricity costs range from \$200-\$500 per month. Propane gas is CI\$94 per tank (100 lbs.) which lasts approximately 2 months for 2 people if cooking and heating water with it. Some landlords require a \$100 - \$300 utility deposit depending on the size of the apartment or house (usually \$100 per bedroom) and a \$200 water deposit. Voltage is 110-120—the same as the U.S. and Canada.

WATER SUPPLY

Many people buy bottled water although city water is potable. Frugality is imperative. Most of the populated areas have city water. (CI\$24 per 1000 gallons.)

AUTOMOBILE

Used cars are available from \$3,000 up. Comprehensive insurance is \$800 or more per year depending on the value of the car. Third party insurance is approximately CI\$500 per year. A letter from your insurance agent verifying a good driving record over the past 5 years will guarantee a greatly reduced premium.

DUTY

While there is no income tax here, duty of 22% or more is charged on almost everything new that is imported except for food staples. This includes gifts. Duty is not charged on used personal goods brought in when taking up residence here or for the first 6 months thereafter.

CELL PHONE & INTERNET

Most people have a cell phone. Prepaid – no deposit required. Postpaid - \$250 deposit. Internet \$44 per month.

BANKING

A reference from your present bank and a work permit are required to open a bank account in the Cayman Islands. The reference from your present bank must state kind of account you have with them, average monthly balance for the last six months, length of relationship (minimum of 3 years) and your standing with the bank. The letter must be addressed to Cayman National Bank, P. O. Box 1097, Grand Cayman KY1-1102. (You may change your bank later, however, as Triple C School's current account is at Cayman National Bank, it will be easier for you to open a bank account there.), or if your present bank has a branch on the island the reference should be addressed to that bank. Salaries are paid directly to your bank account per school policy, therefore a bank account is essential. Bring cash or travelers' checks. Do not bring cashier's checks as they may take several weeks to clear. Accounts may be opened in CI\$ or US\$. In addition to Cayman National Bank the following foreign banks have branches here:

CIBC/FirstCaribbean Bank of Butterfield
Royal Bank of Canada Fidelity Bank
Scotiabank

GROUP HEALTH INSURANCE

The School has a group insurance policy. A portion is paid by the school. The cost to the employee ranges from \$95 to \$290 per month for a single depending on the level of coverage. All Health plans cover major medical expenses in the Cayman Islands and certain other jurisdictions if approved, and in an emergency --any foreign country as long as the person continues as an employee of Triple C School, even if on extended sick leave. Most plans will also cover 80% for doctor's visits, medicine, etc. The features are too numerous to mention here. Ask for details.

MEDICAL AND DENTAL CARE

Good medical and dental care is available at a reasonable cost. Medicine is much cheaper than in the US. Some major surgery and tests cannot be performed here.

INOCULATIONS

Unnecessary.

PASSPORTS

Required.

PENSION

The school provides a 5% contributory compulsory pension for all staff members. A further 5% is deducted from your salary. This pension fund is mandatory, fully portable and can be changed to the currency required.

DRESS

Teachers are expected to dress appropriately. Modesty and professionalism are the guiding principles. Caymanians usually "dress-up" for church, concerts, etc. Shorts and jeans are not appropriate for church or school. Men should bring a jacket or at least a long sleeve shirt and tie for special school events.

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DOCUMENTS REQUIRED FOR EMPLOYMENT

1. Application 1
2. Application 2
3. Verification of Employment Form
4. Personal Reference preferably from a pastor
5. Professional Reference from a recent supervisor
6. Business/Banking Reference, from your current bank (See requirements under banking)
7. Documentary evidence of qualifications (degree, teacher certification, ACSI certification, transcript)
8. Passport
9. Police Clearance Certificate or Background Check
10. 1 photograph
11. Medical certificate (If you need a work permit, the medical must be done on the required Government form.) Up to \$100 paid by the school. Forms and information available @ www.gov.ky/immigration and www.triplecschool.org.

WORK PERMIT

To obtain a work permit the following are necessary:

1. Completed application form
2. Police clearance certificate (certificate letter of no criminal convictions) on letterhead, sealed, and signed by official from police department
3. Passport {hold for travel}
4. Medical certificate on prescribed form
5. Accommodation sheet (initially completed by the school)
6. Photographs - Three full face and one profile (reimbursed by school.)
7. Copies of professional certificates
8. Marriage Certificate
9. Birth Certificate for dependents
10. Resume
11. Work permit fee (paid by the school)

Maximum work permit is 7 years, except for key employees who are given 9 years and are eligible to apply for permanent residency after 8 years. Permanent Residency if granted may lead to Cayman status (citizenship).

LICENCE TO TEACH

To obtain a licence to teach the following are required:

1. Completed application form
2. Birth certificate
3. 2 letters of character reference on letterhead
4. Copy of teaching certificate
5. Copy of diploma or transcript
6. Police clearance certificate of no criminal convictions. (A formal background check may be required.)
7. One (1) full face photograph
8. Medical certificate.

A local school must apply for the licence which is issued for two years at a time and is not transferable.

TECHNOLOGY

The school is equipped with much of the latest technology in computers and audio-visual equipment.

RESOURCES

Educational resources on the island are limited. Triple C has a small video and software library.

LIBRARY

The school has a beautiful library with several thousand volumes. There is a small public library, a library at the University College of the Cayman Islands, and a library at the International College of the Cayman Islands.

STUDENT BODY

International student body of 345, although majority are Caymanians. Classes average 22 students. Teacher/student ratio is 1:12.

CLIMATE

The weather is warm all year round. Bring lightweight clothing. Temperatures generally range from low 70's in the winter to low 90's in the summer. Hottest months are May - October which is also the rainy season. The humidity is always above 70% and often 90%. There is a prevailing NE wind which tempers the extremes of heat and humidity, and there are miles of clear, refreshing sea and incredibly beautiful white sandy beaches. The school and all apartments are air-conditioned. The hurricane season is June 1 – November 30. We have had few severe hurricanes. The last two were Hurricane Gilbert in 1988 and Hurricane Ivan in 2004. You will need a battery operated radio to keep in touch with announcements if power is lost during this time.

PETS

Many landlords do not allow pets; therefore it is advisable not to bring them. If you must bring a pet, this will need to be cleared with the landlord, as well as the Agriculture Department.

BUGS

As in any tropical paradise, Cayman has its share of bugs. The presence of bugs depends on the age and care of a house and the habits of the occupants. Food must never be left out and spills need to be cleaned up immediately.

RADIO/TELEVISION

There are several radio stations and four free TV channels, CITN, ISLAND, 3ABN and TBN. Basic cable package will include these plus over 40 channels of TV and 40 channels of music. Only CITN produces local news and public affairs programming and transmits network and cable programming from the U.S. Direct TV is available.

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REPRESENTATIVE FOOD PRICES

(Prices are in CI Dollars)

Vitamin D Milk – 2%	\$6.29	gal
Cheddar Cheese	\$2.69	8 oz
National House bread	\$2.49	16 oz
Wheat bread	\$2.55	16 oz
Eggs (large)	\$2.25	doz
Ground beef (lean)	\$2.39	lb
Round steak	\$3.99	lb
Chicken drumsticks	\$1.85	lb
Turkey	\$0.79	lb
Miracle Whip light	\$4.79	qt
Potatoes	\$2.99	5 lbs
Bananas	\$0.89	lb
Apples	\$2.79	lb
Lettuce	\$2.59	each
Celery	\$2.59	each
Broccoli	\$3.59	each
Sugar	\$3.55	5 lbs
Instant Coffee	\$7.29	8 oz
Rice	\$1.30	lb
Soup (Campbell's)	\$1.99	10 ¾ oz
Ice Cream (Breyers)	\$7.85	1/2 gal
Peanut Butter	\$3.49	15 oz
Orange juice(frozen)	\$2.85	12 oz
Soft spread margarine	\$1.75	lb
Green beans	1.39	14 oz
Tomatoes (canned)	\$1.45	14 oz
Pork and beans (canned)	\$3.45	28 oz
Fruit cocktail	\$2.15	15 oz
Tuna (canned)	\$1.95	5 oz
Pizza (frozen)	\$2.19	16 oz
Wieners	\$4.75	16 oz
Raisin Bran	\$4.69	20 oz
Oatmeal	\$3.05	18 oz
Toothpaste (Crest)	\$3.19	6 oz
Toilet tissue (Northern)	\$1.79	4 rl
Liquid detergent (Tide)	\$9.59	50 oz
Dish detergent (Dawn)	\$4.85	24 oz
Bleach	\$2.65	3 qt.

Note: Stores do not honor manufacturer coupons but run weekly sales that keep costs down. Prices are always marked higher than manufacturer price on the label (because everything is imported), generally 25-75% higher than in the US. A family of 4 will spend about \$250 per week on food. Restaurant prices are high. Lunch average \$10.00, dinner - \$20+ CI\$. Fast food places and supermarket delis are cheaper.

ANNUAL TUITION FEES 2013-2014

PRE-SCHOOL & PRE-K

Full Day.....\$5985

ELEMENTARY SCHOOL

Grade K - 3-\$6,367

Grade 4- Grade 6.....\$6,621

MIDDLE SCHOOL

Grade 7– 8.....\$7,005

HIGH SCHOOL

Grades 9 – 10\$8,277

Grade 11.....\$8,404

Grade 12.....\$8,532

APPLICATION FEE

\$100.00 per student

CAPITAL FEE

\$250 per student per year.

BOOK FEES

Grades PS-PK \$125

Grades K-6 \$150

Grades 7-12 - \$200

PTA FEE

\$50 per year per family

AFTER SCHOOL CARE FEES

3:00 – 5:00 p.m.

\$150 PER MONTH

The first child of full-time employees attends school free, the 2nd and subsequent children pay 50% After School Care, PTA dues, Application, Capital, Book fees and all other fees apply. (Updated: 2013)