



Apanui School

Permanent teacher application pack

*Four full time positions across Years 0 to 6
Starting Friday 29 January 2027*

Nau mai haere mai

Kia ora koutou,

Thank you for considering a teaching position at Apanui School. We are seeking four permanent teachers who care deeply about tamariki, enjoy working with others and bring curiosity and purpose to their teaching.

We are appointing across all areas of the school. Please tell us where your strengths lie and which year levels you would prefer to teach. Final placements will take account of the needs of our tamariki, the balance of our teams and the strengths of successful applicants.

We value teachers who love learning themselves, are willing to try new approaches and understand that mistakes are an important part of learning. We want colleagues who can contribute ideas, discuss different views respectfully, support agreed decisions and enjoy being part of school life.

Ngā mihi nui,

MStewart

*Mārama Stewart
Tumuaki | Principal*

About our school

Apanui School is a primary school in Whakatāne serving learners from new entrants through to Year 6. Our vision, Ake Runga – Our Best Always, guides our commitment to learning, wellbeing and belonging. Our values are Ngākau Whakaute, Takohanga and Manawaroa.

Our direction brings together Akoranga, Te Ao Māori and Hauora. We are strengthening teaching and assessment, supporting Māori learners to succeed as Māori, and building relationships that help tamariki and whānau feel connected to their school. This includes our commitment to te reo Māori me ōna tikanga and local Ngāti Awa histories and narratives.

Our June 2026 ERO report recognised good quality teaching, inclusive learning environments and strong partnerships with whānau. Our ongoing priorities include consistent structured literacy and mathematics practice, reliable assessment and moderation, and improved progress for learners who need additional support.



The teaching role

The classroom teacher is responsible for the learning, progress and wellbeing of the tamariki in their class and contributes to the work of their team and the wider school. Teachers work with their Team Leader and the relevant Deputy Principal, and access coordinated learning support when needed.

Teaching and learning

- Plan and teach across the curriculum, using clear learning goals and teaching approaches that respond to learners' strengths and needs.
- Develop and use structured literacy and mathematics approaches consistent with agreed school expectations.
- Use assessment, observation and learner voice to identify next steps, monitor progress and adapt teaching. Participate in moderation and keep assessment and HERO records accurate and current.

Inclusion and relationships

- Create a safe, orderly and welcoming classroom where tamariki experience belonging, challenge and success.
- Use culturally sustaining practice, grow your use of te reo Māori and tikanga, and contribute to learning grounded in our local context.
- Build respectful relationships with whānau, communicate progress and concerns promptly, and work with colleagues to respond to learning, attendance and wellbeing needs.
- Work purposefully with teacher aides and learning support staff so additional support connects with classroom learning.

Professional contribution

- Participate in collaborative planning, professional learning, coaching and the professional growth cycle. Use feedback and evidence to improve your practice.
- Contribute to school activities, fulfil agreed responsibilities and follow school policies, procedures and professional expectations.

Our teams in 2027

The 2027 team structure comprises Years 0–1, Years 2–3 and Years 4–6, each led by a Team Leader. Two Deputy Principals will lead Akoranga Teina, Years 0–3, and Akoranga Tuakana, Years 4–6. The Learning Support Coordinator works with the Deputy Principals through the Learning Support Team.

What we are looking for

We will consider evidence of effective teaching and learner progress; inclusive and culturally sustaining practice; strong relationships with tamariki and whānau; constructive teamwork; and the ability to reflect, learn and respond to feedback. Applicants should explain how their experience and strengths will contribute to Apanui School.

Successful applicants must hold the registration and current practising certificate required to teach in New Zealand by the start date, and have the right to work in New Zealand. Appointments are subject to satisfactory referee checks, verification of qualifications and eligibility, and the required safety checking.



How to apply

Please submit one application for consideration across the four positions. State your preferred year levels and any flexibility in your completed application form.

Your application should include

- A covering letter explaining why you would like to teach at Apanui School and what you would bring to our school.
- Your CV, including qualifications, teaching experience and a complete employment history with any gaps explained.
- The completed application form on the following pages, including contact details for three professional referees.
- Brief responses to the five questions below. Aim for no more than two pages in total and use examples from your practice. If you are beginning your teaching career, examples from placements are welcome.

Application questions

1. Tell us about teaching that helped a learner or group make progress. What did you do, how did you know it helped, and what did you change along the way?
2. How do you build an inclusive classroom and strong relationships with tamariki and whānau? Give an example of responding to a learner's additional needs.
3. How do you include te reo Māori, tikanga and learners' identities in your teaching? What would you like to keep developing?
4. Describe how you work with colleagues when views differ. How do you contribute to discussion and help the team put an agreed decision into practice?
5. What have you learned from a mistake, feedback or trying a new approach? How has this changed your teaching?

Submission and enquiries

Address applications to Mārama Stewart, Tumuaki | Principal, Apanui School.

Email applications to: vacancy@apanui.school.nz

Applications close: Friday 30th October, 12pm

Email subject: Permanent teacher application 2027 – [Your name]

For questions about the positions or to arrange a school visit, contact: Mārama

Appointment process

Applications will be assessed against the criteria in this pack. Shortlisted applicants will be invited to interview. Referee checks and other appointment checks will form part of the process. Interview dates: Sunday 8th November. Applicants will be advised of the outcome. The successful teachers will begin on Friday 29 January 2027.



Application form

Four permanent full time teaching positions commencing 29 January 2027. Complete this form electronically and submit it with your covering letter, CV and question responses. Expand response spaces as needed.

Personal and contact details

Full name	[Type here]
Preferred name	[Type here]
Email address	[Type here]
Mobile number	[Type here]
Postal address	[Type here]

Teaching registration and qualifications

Teaching Council registration number	[Type here]
Practising certificate type and expiry date	[Type here]
If registration or certification is pending, explain its status and expected completion date	[Type here]
Teaching qualifications and awarding institutions	[Type here]
Other relevant qualifications or professional learning	[Type here]

Availability and eligibility

Can you commence on 29 January 2027? If not, explain	[Type here]
Are you legally entitled to work in New Zealand? State any relevant work visa conditions or expiry date	[Type here]
Current position and employer, if applicable	[Type here]
Notice period, if applicable	[Type here]

Evidence of registration, certification and work eligibility will be requested as part of appointment checks. Please do not email identity documents with your initial application.



Teaching preferences and experience

Preferred teaching areas

Indicate all year levels you would be happy to teach, and identify your first preference. These preferences inform placement discussions; appointments are to the school.

Year levels you would be happy to teach across Years 0–6	[Type here]
First preference and reasons	[Type here]
Other year levels you would consider	[Type here]
Relevant curriculum strengths, interests or additional skills	[Type here]

Employment history

Include your full employment history in your CV, with month and year dates, employer, position, year levels taught and whether each teaching position was permanent, fixed term or relieving.

Explain any gaps in your employment history, or refer to the relevant section of your CV	[Type here]
Briefly describe any relevant experience outside classroom teaching	[Type here]

Support for the selection process

Is there any support or adjustment you would like us to arrange so you can participate fully in the interview process?	[Type here]
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Application checklist

- ☐ Covering letter included
- ☐ CV and full employment history included
- ☐ Application form completed
- ☐ Five application question responses included
- ☐ Three professional referees supplied and advised



Referees and applicant declaration

Provide three professional referees who can comment on your suitability for this role. Include your current or most recent principal or professional supervisor where possible. If this is not appropriate, explain and nominate an alternative. Please advise your referees that you have applied and confirm they are willing to provide a reference.

Referee 1

Name and role	[Type here]
School or organisation and professional relationship to you	[Type here]
Email and phone number	[Type here]

Referee 2

Name and role	[Type here]
School or organisation and professional relationship to you	[Type here]
Email and phone number	[Type here]

Referee 3

Name and role	[Type here]
School or organisation and professional relationship to you	[Type here]
Email and phone number	[Type here]
Any reason a current or recent principal or supervisor is not included	[Type here]



Consent and declaration

I confirm that the information in my application is true and complete to the best of my knowledge. I understand that information will be used to assess my suitability and complete appointment checks, and that materially false or misleading information may affect an appointment.

I authorise Apanui School to contact the referees listed above for this recruitment process, subject to any timing concerns or restrictions I have noted below. Please discuss these with me before making contact. The school will seek my express consent before contacting any person I have not nominated as a referee, including a current or previous employer.

Referee contact timing concerns or restrictions, if any	[Type here]
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I understand that any appointment is subject to satisfactory checks, including verification of identity, qualifications, registration, practising certificate and work eligibility, and completion of required safety checking. Any additional consent or disclosure needed for those checks will be requested separately.

Privacy notice: Personal information provided will be used by Apanui School for recruitment, selection, verification, safety checking and appointment purposes. Information will be treated confidentially, accessed only by those involved in the appointment process and relevant authorised agencies, and securely managed in accordance with the Privacy Act 2020. Applicants may request access to, or correction of, their personal information, subject to applicable privacy requirements, by contacting vacancy@apanui.school.nz.

Applicant signature or typed name	[Type here]
Date	[Type here]