



Palmerston North Girls' High School

Applicant's Declaration

IMPORTANT NOTES FOR APPLICANTS

Please complete all sections of this declaration form.

A copy of verified qualification certificates may be required at a later stage.

In the event of any information contained in your application being later found to be false, this may result in any offer of employment being withdrawn or appointment being terminated.

All teachers are required to hold a current Teacher Registration from the Education Council of New Zealand. All other employees are required to obtain a police check.

In terms of a Criminal Conviction, the Criminal Records (Clean Slate) Act 2004 provides certain convictions do not have to be disclosed providing:

- you have not committed any offence within 7 (consecutive) years of being sentenced for the offence **and**
- You did not serve a custodial sentence at any time (this would exclude serious offences such as murder, manslaughter, rape and causing serious bodily harm) **and**
- The offence was not a specified offence (specified offences are in the main sexual in nature) **and**
- You have paid any fine or costs

Custodial sentences include a sentence of preventive detention and corrective training. Non-custodial sentences include fines, reparation orders, community-based sentences and suspended sentences. Please note that you are not obliged to disclose convictions if you are an eligible individual but can do so if you wish. If you are uncertain as to whether you are eligible contact the Ministry of Justice.

This application form and supporting documents will be held by the school. You may access it in accordance with the provisions of the Privacy Act 1993.

Position applied for	Location
	Palmerston North Girls' High School

Surname/Family Name	First Names (in full)	Title

Full Postal Address

Contact Telephone Number			
<table border="1"> <tr> <td>Home Phone No.:</td> <td rowspan="2">Email:</td> </tr> <tr> <td>Mobile No.:</td> </tr> </table>	Home Phone No.:	Email:	Mobile No.:
Home Phone No.:	Email:		
Mobile No.:			

Please tick the appropriate boxes															
<table border="0"> <tr> <td>Are you a New Zealand citizen?</td> <td>Yes</td> <td>☐</td> <td>No</td> <td>☐</td> </tr> <tr> <td>If not, do you have resident status, or</td> <td>Yes</td> <td>☐</td> <td>No</td> <td>☐</td> </tr> <tr> <td>A current work permit?</td> <td>Yes</td> <td>☐</td> <td>No</td> <td>☐</td> </tr> </table>	Are you a New Zealand citizen?	Yes	☐	No	☐	If not, do you have resident status, or	Yes	☐	No	☐	A current work permit?	Yes	☐	No	☐
Are you a New Zealand citizen?	Yes	☐	No	☐											
If not, do you have resident status, or	Yes	☐	No	☐											
A current work permit?	Yes	☐	No	☐											
<table border="0"> <tr> <td>Have you ever had a criminal conviction?</td> <td>Yes</td> <td>☐</td> <td>No</td> <td>☐</td> </tr> </table> <i>(convictions that fall under the clean slate scheme do not have to be disclosed)</i> If "Yes" please detail:	Have you ever had a criminal conviction?	Yes	☐	No	☐										
Have you ever had a criminal conviction?	Yes	☐	No	☐											

NZ Teacher's Registration number	_____
Provisional	☐
or Subject to confirmation	☐
or full	☐

Have you ever received a police diversion for an offence?	Yes	☐	No	☐
If "Yes", please detail:				
Have you been convicted of a driving offence which resulted in temporary or permanent loss of licence, or imprisonment?	Yes	☐	No	☐
If "Yes", please detail:				
Are you awaiting sentencing/currently have charges pending?	Yes	☐	No	☐
If "Yes", please state the nature of the conviction/cases pending:				
In addition to other information provided, are there any other factors (including any notations on the NZ Teachers' Council Register) that we should know to assess your suitability for appointment and ability to do the job?	Yes	☐	No	☐
If "Yes", please elaborate:				
Have you had any injury or medical condition caused by gradual process, disease or infection, such as occupational overuse syndrome, stress or repetitive strain injuries, which the tasks of this job may aggravate or contribute to?	Yes	☐	No	☐
If "Yes", please detail:				
Do you give permission for us to seek further information about your application from referees/employers not listed by you?	Yes	☐	No	☐
Do you have your Covid Vaccinations?	Yes	☐	No	☐
	Prefer not to say			☐

Qualifications

Please provide certified copies of your qualification certificates with your application.

Certificates, Degrees, Diplomas or other relevant Qualifications	Subjects or Papers passed and levels	Date/Year Completed

Employment

Please outline your most recent employment history, beginning with current or latest employment.

Period Worked	Employer's Name	Position Held	Reason for Leaving

I declare all information relating to this application to be accurate and complete to the best of my knowledge.	Yes ☐	No ☐
---	------------------------------	-----------------------------

Signature: _____

Date: _____