

# Winchester School

## Application pack



552 Ruahine Street

Hokowhitu

Palmerston North 4410

Ph: 06 3579414

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[www.winchester.school.nz](http://www.winchester.school.nz)



Tēnā koe,

Thank you for your interest in joining the Winchester School community for the position offered at our school.

Please find included:

1. School description and information
2. An application form
3. Job description
4. Appointment criteria

Winchester School is a contributing primary school of between 350 - 380 pupils. We are located near the Manawatu River on Ruahine Street in Hokowhitu, Palmerston North. We have 16 classrooms and our New Entrants enjoy a play-based, flexible learning space.

Winchester School aims to inspire learners to be Confident, Creative, Connected, Communicators.

Our school enjoys great support from our community and has a strong family atmosphere, a positive school environment and rich cultural diversity.

Our classrooms showcase a variety of learning and a strong feature is art work which is proudly displayed around our school. Our school is well resourced with spacious grounds, turf area and gardens. A range of sporting opportunities are available and well supported by our parents. We have an active PTA and supportive Board of Trustees. All these features make Winchester School the fantastic school that it is.

Please complete the application forms electronically and please include a covering letter, stating which position you are applying for. Also include your Curriculum Vitae. The appointment panel looks forward to receiving your application.

Applications close at 3pm on Friday 5th November.

**Bede Gilmore**  
**Tumuaki**

**APPLICATION FOR APPOINTMENT – Winchester School, Palmerston North.**

**Teacher – Scale A**

**Personal Information:**

**Name:**

**Address:**

**Landline:**

**Mobile:**

**Email:**

**Teacher registration number:**

**Expiry date:**

**Twitter / Blog / Website:**

**Education qualifications: (please include copies – originals will need to be provided if application is successful)**

- 1.
- 2.
- 3.
- 4.

**Current teaching status:**

**Beginning**

**Permanent**

**Relieving**

**Teaching service to date:**

<b>Position</b>	<b>School &amp; Location</b>	<b>Date started</b>	<b>Date ended</b>

*Continue on a separate sheet if necessary.*

**Professional Referees:** Please provide the names of three referees who we can contact, two of whom must be able to talk about you in a professional setting.

<b>Referee 1</b>	
<b>Full name</b>	
<b>Address</b>	
<b>Telephone (Home)</b>	
<b>Telephone (Work)</b>	
<b>Telephone (Mobile)</b>	
<b>Email</b>	
<b>How you this person</b>	
<b>Years known to you</b>	

<b>Referee 2</b>	
<b>Full name</b>	
<b>Address</b>	
<b>Telephone (Home)</b>	
<b>Telephone (Work)</b>	
<b>Telephone (Mobile)</b>	
<b>Email</b>	
<b>How you this person</b>	
<b>Years known to you</b>	

<b>Referee 3</b>	
<b>Full name</b>	
<b>Address</b>	
<b>Telephone (Home)</b>	
<b>Telephone (Work)</b>	
<b>Telephone (Mobile)</b>	
<b>Email</b>	
<b>How you this person</b>	
<b>Years known to you</b>	

**DECLARATIONS:**

I authorise the Board, or nominated representative, to approach persons other than the referees whose names I have supplied, to gather information related to my suitability for appointment to the position. YES  NO

I authorise the Board, or nominated representative, permission to access any information held by the Education Council, including matters under investigation, to gather information related to my suitability for appointment to the position. YES  NO

Have you ever had a criminal conviction (apart from minor traffic offences)? YES  NO

If Yes, please detail here:

Have you ever been charged with an offence against the law and received a diversion sentence from the court? YES  NO

If Yes, please detail here:

To the best of my knowledge, the statements in my application and Curriculum Vitae are true and accurate. I give permission for these claims to be verified. I acknowledge that provision of incorrect, incomplete or misleading information by me may result in an offer of employment (if any) being withdrawn or my appointment (if any) being terminated. YES  NO

Signature and Date:

\_\_\_\_\_

**E.E.O DATA:** This data will be used to establish a profile of the range of people applying for positions at Winchester School.

Name:

Gender: Male  Female

Date of birth:

Ethnicity: (Tick all those that apply)

NZ European/Pakeha	<input type="checkbox"/>	NZ Māori	<input type="checkbox"/>	Samoan	<input type="checkbox"/>
Cook Island Māori	<input type="checkbox"/>	Tongan	<input type="checkbox"/>	Chinese	<input type="checkbox"/>
Tokelauan	<input type="checkbox"/>	Niuean	<input type="checkbox"/>	Fijian	<input type="checkbox"/>
Indian	<input type="checkbox"/>	Other			

**DISABILITY / DISABILITIES:**

**Do you live with effects of injury, long-term illness or disability/disabilities?**

Yes  No

**Does your disability/injury affect your: (Tick all that apply)**

Movement	<input type="checkbox"/>	Vision	<input type="checkbox"/>	Hearing	<input type="checkbox"/>
Breathing	<input type="checkbox"/>	Speech	<input type="checkbox"/>	Mental health	<input type="checkbox"/>
Concentration	<input type="checkbox"/>	Other			

**Do you require any technical aides, equipment or adaptations to your workplace, to make you work easier or to increase your work performance?**

Yes  No

**If Yes, please specify:**

## **JOB DESCRIPTION:**

**Job title:** Scale A Classroom Teacher

## **KEY TASKS:**

1. Create an engaging and positive learning environment for students
2. Build positive relationships with parents, fulfilling school expectations for communication and reporting
3. Identify the academic, social, physical and emotional needs of students and plan and deliver a programme that meets those needs
4. Monitor and assess student progress based on the New Zealand Curriculum
5. Take a student-centred approach to teaching and learning, integrating e-learning and inquiry approaches
6. Be involved in the wider life of Winchester School

## **APPOINTMENT CRITERIA:**

1. Evidence of recent successful teaching experience utilising modern learning pedagogies
2. Evidence of creating a safe, vibrant and creative learning space
3. Evidence of excellent communication skills
4. Proven ability to work as part of a team
5. Evidence of ability to relate positively and professionally to all members of the school community – students, parents and staff
6. Evidence of a commitment to professional learning
7. Evidence of being a reflective practitioner
8. Willingness to contribute to the wider life of the school
9. Evidence of a passion for teaching and learning
10. Evidence of curriculum strengths that the school requires and sees as being desirable
11. Displays a warm, genuine personality and has a sense of humour