



Fairfield School Application Pack

Permanent Position

Empowering learners to be positive, self-directed and engaged lifelong learners

*E whakarangatira ana te hunga ākonga kia tōruna, kia motuhake hoki ōna
pukenga akoranga mo ake tonu*

COVERING LETTER

Dear Applicant,

Thank you for expressing an interest in the teaching position at our school. We have a permanent Y 1-8 level position available for 2022. We are searching for a highly skilled teacher between year 1- 8.

Our school has a very strong philosophy on child centred learning, where children's interests and passions drive the curriculum decisions we make. Our children are highly engaged and motivated with their learning and we strive to provide a rich and rewarding curriculum for them.

Staff are very well supported in our school, where they have access to outstanding professional learning and development to support them with our teaching and learning approach.

Attached is the application pack for the position at our school. Should you have any further questions about the position, you are welcome to contact me on 027 3681143 or email amaclean@fairfieldlevin.school.nz

I look forward to hearing from you.

Kind regards,

Alasdair Maclean,

Principal

ADVERTISEMENT

A permanent position is available at Fairfield School for a Scale A teacher between Years 1-8. The final teaching year level will be decided when the job offer is made. We are seeking a highly engaging and innovative teacher with a sound understanding of the curriculum to join our team. If you would like to be part of a dynamic and collaborative environment, where teachers are well supported professionally, then Fairfield would like to hear from you!

Application packs are available from our website: www.fairfieldlevin.school.nz

Applications close on Friday 24 September 2021 at 3:00pm. All applications should be emailed to amaclean@fairfieldlevin.school.nz

TIMELINE FOR APPOINTMENT

Positions advertised online	Thursday 9 September 2021
Applications for positions close	Friday 24 September 2021 (3:00pm)
Shortlisting of applicants	Monday 27 September
Interviews	Wednesday 29 September
Offer of appointment made by Friday, Oct 1 - Successful applicants notified	
Position Commencement Term 1, 2022	

FAIRFIELD SCHOOL PHILOSOPHY At Fairfield School we have spent considerable time researching, reading and understanding educational theory and neuroscience to inform and develop our own child centred curriculum. We also adhere to a play based philosophy, which allows our younger children to be immersed in authentic, practical learning.

Our philosophy is based on the following dispositions:

Child Centred	Authentic	Hands On/Practical	Purposeful
Interest Based	Play Based	Rich Tasks	Choice and Voice
Formative Practice	Intrinsic Motivation	Creativity Partnership	
Growth Mindset			

Applicants would need to be willing and receptive to adhere to our philosophy and adopt our explicit structured literacy approach. Our criteria for appointment will be made in relation to the applicant's ability and willingness to implement the above philosophies.

APPLICATION FOR APPOINTMENT

Thank you for applying for a position with our school.

- Please fully complete this form personally. First, read it through, then answer all the questions and make sure you sign and date where indicated on the last page.
- Attach a curriculum vitae (CV) outlining any additional information, if necessary.
- Copies only of qualification certificates should be attached. If successful in your application you will be required to provide the originals as proof of qualifications.
- If you are selected for an interview, you may bring whānau/support people at your own expense. Please advise if this is your intention.
- Failure to complete this application and answer all the questions truthfully may result in any offer of employment being withdrawn or appointment being terminated, if any information is later found to be false.
- All applicants will be required to give consent to a Police vet.
- a) Applicants may not be employed as a children's worker if they have been convicted of a specified offence listed in Schedule 2 of the Vulnerable Children's Act 2014, unless they obtain an exemption. The Criminal Records (Clean Slate) Act 2004 will not apply to these specified offences and these offences will be included in your Police vetting results. b) The Clean Slate Act 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
 - You did not serve a custodial sentence at any time
 - The offence was neither a specified offence under the Clean Slate Act 2004 nor a specified offence under the Vulnerable Children Act 2014
 - You have paid any fines or costs. Please note that you are not obliged to disclose convictions if you meet the above conditions but can do so if you wish. If you are uncertain as to whether you are eligible, contact the Ministry of Justice.
- Shortlisted applicants being interviewed will need to provide originals of both a primary identity document (eg: passport) and a secondary identity document (eg: New Zealand drivers licence). A list of acceptable primary and secondary documents is available in the last sections of the Vulnerable Children Regulations 2015.
- This application form and supporting documents will be held by the board. You may access these in accordance with the provisions of the Privacy Act 1993. If you have any queries, please contact the person cited in the advertisement.



APPLICATION FOR EMPLOYMENT: PERMANENT POSITION (Year Level 1-8 - The final teaching year level will be decided when the job offer is made).

Circle one:- Mr Mrs Ms Miss

Surname/Family name

First names (in full)

Are you known by any other name(s)? If yes, please provide details below Yes No

Full postal address

Email address

Contact telephone numbers

Personal:

Mobile:

IDENTITY VERIFICATION, CRIMINAL RECORD AND RIGHT TO WORK Please tick the appropriate boxes

Immigration information

Are you a New Zealand citizen? Yes No

If not, do you have resident status, or Yes No

A current work permit Yes No

Have you ever had a criminal conviction? Yes No

If Yes, please provide detail:

A board may not employ or engage a children's worker who has been convicted of an offence specified in Section 2 of the Vulnerable Children Act 2014. The Clean Slate Act does not apply to schedule 2 offences.



<p>Have you ever received a police diversion for an offence? If Yes, please provide detail:</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Have you ever been discharged without a conviction for an offence? If Yes, please provide detail:</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Do you have a current New Zealand Driver's Licence?</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Have you ever been convicted of a driving offence which resulted in a temporary or permanent loss of licence, or imprisonment? If Yes, please provide detail:</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Are you awaiting sentencing or do you have charges pending? If Yes, please state the nature of the conviction/cases pending:</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>In addition to other information provided are there any other factors that we should know to assess your suitability for appointment and your ability to do the job? If Yes, please detail:</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Have you ever been the subject of any concerns involving child safety? If Yes, please detail:</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Have you had an injury or medical condition caused by gradual process, disease or infection, such as occupational overuse syndrome, which the tasks of this position may aggravate or contribute to? If Yes, please detail:</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>
<p>Teacher Registration Do you hold a current practising certificate from the Education Council? If Yes, please enter your registration number: _____</p>	<p>Yes <input type="checkbox"/> No <input type="checkbox"/></p>

EDUCATIONAL QUALIFICATIONS

	Name	Location	Number of years completed	Highest Qualification gained
Secondary School				
University				
Other				

EMPLOYMENT HISTORY

Please list your work experience for the last five years beginning with your most recent position. Please explain any gaps in employment. If you were self-employed, give details. Attach additional sheets if necessary.

Period worked (please state start and end date)		Employer's Name (or reason for employment gap)	Position held	Reason for leaving
Start date	End date			
	to			
	to			
	to			
	to			
	to			

REFEREES

Please provide the names of three people who could act as referees for you. One of these should be your current or most recent employer. Please indicate which referee is your current/recent employer in the table below. If you have included written references from people other than those listed below, please note that we may contact the writers of those references.

Name	Organisation	Position/Relationship	Best number to contact



Authority to approach other referees

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 <input type="checkbox"/> No <input type="checkbox"/>
I authorise the Board, or nominated representative, permission to access any information held by the Education Council of Aotearoa (EDUCANZ) or any other educational organisation, including information regarding matters under investigation, to gather information related to my suitability for appointment to the position.	Yes <input type="checkbox"/> No <input type="checkbox"/>

STRENGTHS, SKILLS AND SUITABILITY

Please describe how you meet our criteria/philosophy and describe what strengths you would bring to our school to support our philosophy:

Continue on a separate sheet of paper if necessary.

DECLARATION

- The information I have supplied in this application is true and correct.
- I confirm in terms of the Privacy Act 1993 that I have authorised access to referees
- I know of no reason why I would not be suitable to work with children/young people.
- I understand that if I have supplied incorrect or misleading information, or have omitted any important information, I may be disqualified from appointment, or if appointed, may be liable to dismissal.

Signature:

Date:



FAIRFIELD SCHOOL