



**Cambridge East Primary School**

# SCALE A – Starting 2018

APPLICATION PACK



Please note that all applications must be received in printed form by 12pm on Friday 3<sup>rd</sup> November



## *Cambridge East School*

### **Background Information for the Scale A Positions**

Cambridge East School is situated in the heart of a developing and growing residential area and enjoys proximity to the wonderful historical town of Cambridge as well as the Waikato Countryside and farming communities.

Cambridge is one of the fastest growing towns in the Waikato and enjoys a strong local economy which has brought developing infrastructure, growing population and commerce making both the town and school vibrant, dynamic and full of opportunity.

Cambridge East School has a positive energy and diversity, and is looking for a highly skilled Teachers to come and join our growing team and bring their unique teaching style and attributes to our school.

The focus for school in coming years is to position the school for the future in terms of innovative learning pedagogy and environments which includes the use of technology devices, looking at raising achievement and the vision to align the school with the opportunities that change and development bring.

We are a school who is heavily invested into our local CoL (Te Puna o Kemureti) initiative which is helping align our schools vision with the needs of our wider education community. This has highlighted the use of Teaching as Inquiry for all our Teachers to improve our current practices.

The school is a decile 10 school that currently caters for 414 students with the roll to finish around 430 by the end of this year. We are very much junior heavy and the roll is predicted to reach 500 within the next 3-5 years.

The school is fortunate to have an active PTA who are goal driven and outcome orientated. I am amazed at their focus and positive contribution that they continue to make to our school.

The Board of Trustees is passionate about the school and its success. The team has excellent governance skills coupled with specific expertise in property, finance and strategic thinking.

All the foundations have been laid for the smooth transition for a new Teachers coming into Cambridge East School at a pivotal time of development and growth for our school. The school is very clear around its direction and pedagogy which drives learning in our setting. This will provide the opportunity for the right person to stamp their mark on our school.

These are exciting times for our school and you may be the person we need to help continue to build on the positive foundations that already exist within our thriving school.

Yours sincerely

Hamish Fenemor  
Principal



## PERSON SPECIFICATION

### SCALE A POSITION 2018

#### Positions Breakdown

- Teaching level to be **negotiated** within a traditional single cell setting or an Innovative Space.
- Permanent position starting the beginning of the Term 1 2018
- Please note there is potential (for those on Fixed Term) for Permanent Positions within our school as a result of further roll growth

#### Specific attributes sought for a Scale A Position role include

- Be able to deliver a balance curriculum for all learners within and outside your classroom setting
- Willingness to deliver modern pedagogy in a single cell or innovative teaching space that incorporates the successful integration of devices to help aid collaboration both by learners and teachers alike
- To be a team player and willing to work towards the goals outlined in the schools charter and add value to our hard working team
- Have an understanding of the “Teaching as Inquiry” model for improvement
- Ability to utilise Google Docs for planning and sharing across the school
- Ability to relate programmes to the learners within the classroom and be able to meet the vast learning needs of all students
- Can utilise formative assessment to help identify the learning needs of the students and then be able to group students according to needs and teaching focus
- Link learning intentions to success criteria and then be able to show the learning that has taken place by samples of work for reporting to parents
- Utilise an overall teacher judgement to help monitor student progress and identify the next steps of learning
- A willingness to incorporate Inquiry Learning to promote key competencies within programmes
- Most of all a sense of fun and a willingness to get involved within the corporate life of the school and be a flexible team player who is happy to work around the changes of a larger school
- Must be committed to embedding the school-wide Inquiry Learning model within programmes
- Have the ability to bring something unique to our EnD (Enrich and Discover) options
- To be a team player and willing to work towards the goals outlined in the school’s charter and add value to our hard-working team

#### In return we can offer

- Support from staff and leadership team.
- Designated release time.
- The opportunity and support to develop yourself professionally.
- Commitment to high quality professional development
- An exciting and busy place of work.
- A supportive community and Board of Trustees.
- The chance to work alongside a group of passionate, vibrant staff who are learner focused.
- The chance to work in a progressive school, which is undertaking a wonderful learning journey.
- Strong school-wide systems, committed to developing dynamic teachers and leaders.

## Key Tasks from Scale A Teacher Job Description

### Primary Objectives:

- To ensure that children maximise their learning opportunities
- To ensure education of the highest quality is delivered to the children
- Provide written evidence of planning of all programmes
- Support and attend all school wide events
- Monitor student progress for the use of report writing, reporting to parents, reporting to the Principal and BOT and to provide feedback to children and to further develop classroom programmes
- Prepare for and actively participate in the staff appraisal process, including self-appraising regularly and the receiving and acceptance of professional advice
- Willing to incorporate and try Modern Learning Practices and share teaching strategies and programmes with other team members
- Operate in a professional manner, demonstrating the expectations outlined in the Staff Code of Conduct and staffing handbook.
- To work with the Principal, School Staff and School Board of Trustees, providing, where required, professional and administrative leadership, consistent with the aims of the Charter, schools annual strategic goals and the policies and procedures of the Board of Trustees.
- To work within the spirit of the School's Vision and Values and the Code of Ethics for Registered Teachers

### School Wide Responsibilities

- To support the implementation of the school's Charter, Strategic and Action Plans
- Support all staff members in the implementation of programmes, professional development or changes to our Cambridge East Curriculum

### Teaching and Learning

- Learning and Teaching Cycle for designated class

***Please note that this would be the basis for the starting point of the position. The final Job Description will be negotiated with the successful applicant and take into account their areas of strength and teaching experience.***



# Cambridge East Primary School

## APPLICATION FOR APPOINTMENT

Please fill in this form and attach a Curriculum Vitae which addresses the requirements of the Job Description, Person Specification and details of your education and work history.

### Personal Details

Surname \_\_\_\_\_

First names (underline preference) \_\_\_\_\_

Full Postal Address \_\_\_\_\_  
\_\_\_\_\_

Phone (home) \_\_\_\_\_ (business) \_\_\_\_\_

Mobile \_\_\_\_\_

Teacher Registration Number \_\_\_\_\_ Please indicate if you are provisionally registered

MOE Number \_\_\_\_\_

### What is your Preferred Teaching Level

Year 1/2

Year 3/4

Year 5/6

### Employment History - Previous positions

Place of Employment	Time in Position	Position held including level taught

What do you believe are your curriculum strengths? (Please tick all that apply)

<input type="checkbox"/> Reading	<input type="checkbox"/> Writing	<input type="checkbox"/> Math
<input type="checkbox"/> Physical education	<input type="checkbox"/> Health	<input type="checkbox"/> Social studies
<input type="checkbox"/> Technology	<input type="checkbox"/> Arts	<input type="checkbox"/> Science

**What do you believe are some of the strengths you could bring to our school? (Please tick all that apply)**

<input type="checkbox"/> Play an instrument	<input type="checkbox"/> Teach another language	<input type="checkbox"/> Sport	<input type="checkbox"/> Choir
<input type="checkbox"/> Kapa Haka	<input type="checkbox"/> Art	<input type="checkbox"/> Drama	<input type="checkbox"/> Classroom environment
<input type="checkbox"/> ICT skills	<input type="checkbox"/> Maori	<input type="checkbox"/> Integrating computers into the classroom	<input type="checkbox"/> Other?
<input type="checkbox"/> Classroom Management	<input type="checkbox"/> Inquiry learning	<input type="checkbox"/> Formative Assessment	<input type="checkbox"/>

**Referees**

Names of two referees whose consent has been obtained and who may be contacted for a confidential reference.

1: Name \_\_\_\_\_ Phone \_\_\_\_\_(Home)  
 \_\_\_\_\_(Work)

Address \_\_\_\_\_

2: Name \_\_\_\_\_ Phone \_\_\_\_\_(Home)  
 \_\_\_\_\_(Work)

Address \_\_\_\_\_

**Privacy Statement and Informed Consent:**

In accordance with the Section 6 of the Privacy Act, I authorize Cambridge East School Appointments Committee to contact any of the following people and organizations to obtain an evaluative report on my work.

- \* Stated Referees
- \* Current and / or previous employers

YES/NO

Signed \_\_\_\_\_

**Convictions Against the Law**

Have you ever been convicted of any offence against the law (excluding minor traffic offences), or know of any reason why you should not be employed in a school environment?

YES/ NO if YES, please give brief details.

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**Health**

Do you have, or have you ever had, a medical condition caused by gradual process, or an injury, illness or disability which the tasks of the job may aggravate or contribute to, or which may affect your ability to carry out the work of the position applied for: Yes / No

If Yes please give brief details:

How many sick days have you required in the previous 12 months, either due to your health or the health of a family member?

Additional Information if required in relation to health

**Declaration**

I certify that the information given in this application and accompanying CV is, to the best of my knowledge, correct. False or incomplete information may be grounds for terminating an appointment.

*Please note that this position is reliant on all background checks being completed for the successful applicant(s) as part of the Vulnerable Children's Act 2014.*

Signed \_\_\_\_\_ Date \_\_\_\_\_