

Dave Sullivan - Principal  
Picton School  
5 Buller St, Picton 7220  
03 5736395

## Gateway to Discovery



22nd October 2018

Tēnā koe,

Thank you for your interest in the Fixed Term (O.3 EFT) ORS Teacher position at our school.

If you are successful in your application, you will join a dedicated team who are committed to providing quality teaching and learning opportunities for *all* learners. You will be able to look forward to the next step in your career in a school where every person is valued, where you are encouraged to challenge yourself and where your learning is valued equally with the students'.

Our staff are committed to culturally responsive practices and 'go the extra mile' to create a happy, inclusive learning environment where every child experiences success. Staff and akonga enjoy learning in an attractive, well-resourced school, in a beautiful part of Marlborough. Picton School is actively involved in the Marlborough Community of Learning and we are excited about the opportunities that this represents.

Picton is a supportive community, where great relationships matter. We have 130 children who support each other and thrive in a safe and caring environment. The school is well-regarded by the community who support the school in a range of ways throughout the year. This year we have started our PB4L journey.

We are looking for a teacher who will enhance the natural spark in our learners, while providing a safe environment for them to grow and take risks with their learning. The position available is the ORS teacher. Curriculum strengths are secondary to being able to engage all learners and devise exciting learning opportunities. The attached Person Specification will also provide further guidance on what matters to us.

Please note that Picton School places a high priority on child protection and all shortlisted candidates will go through rigorous vetting procedures.

If you require any further information, please contact me by email or telephone. Visits to the school are warmly welcomed. I look forward to receiving your application.

Please email a completed application form (including 3 referees), CV and supporting letter (no more than one side of A4) to [principal@picton.school.nz](mailto:principal@picton.school.nz) by 3pm 21st November 2018

Yours sincerely

Dave Sullivan  
**Principal**

[principal@picton.school.nz](mailto:principal@picton.school.nz)

021 08898368

# Picton School Application Pack

## Fixed Term 0.3 ORS Teaching Position 2019



Students of Room 2 practising Rā Whānau Hari

## School Vision

Gateway to Discovery      Te Kura o Waitohi : He Kūaha  
Kitenga

The entranceway to our place of:

- Exploring the interaction between ourselves and the environment
- Being visionary, investigating our world exploring our potential
- Harnessing energy, passion, opening our eyes, imagination and inspiration
- Building connections with a solid base
- Fanning the flame of discovery

## Thank you for your interest in our school.

Please find enclosed all the information you will need to apply for this position. Picton School takes pride in providing its students with a supportive creative learning environment, a strong sense of community and a commitment to inspiring our children to become lifelong learners. Our new teacher will be well supported by excellent staff, a motivated Board and a welcoming community.

The following documents in this application pack provide more information about our school and the application process:

- School Profile and Vision
- Teacher's Role
- Criteria for the Employment
- Application Form



Students using technology in all aspects of their learning.

The Application form is to be returned, with your CV and covering letter outlining your strengths. Applications close 3pm 21st November 2018  
Signed applications to be emailed to [principal@Picton.school.nz](mailto:principal@Picton.school.nz)

### Timeline:

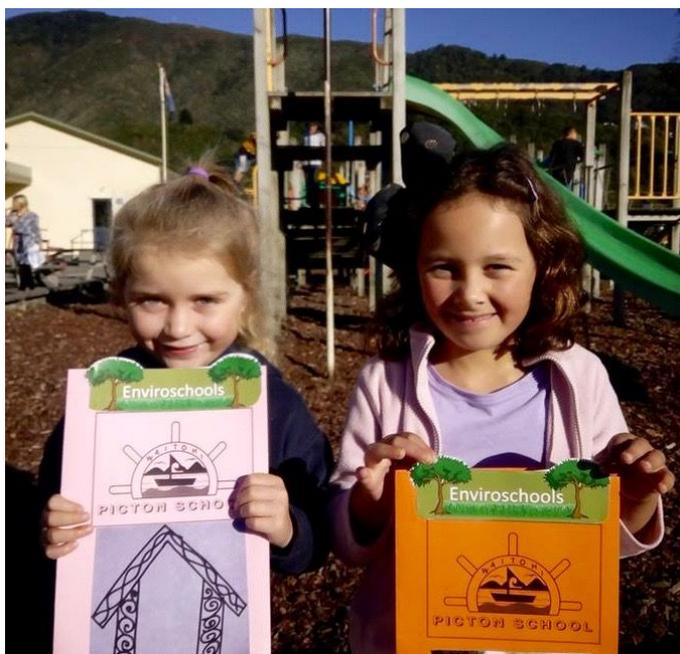
1st November	Advertise in the Educational Gazette
3pm 21st Nov	Applications close
23rd rd Nov	Shortlisting Complete - inform candidates
29th-30th Nov	Interview
3rd Dec	Preferred candidate notified
29th Jan 2019	Start Date

If you have any queries or additional information, please contact the Principal by email using the above email address or 02108898368.

We look forward to receiving your application.

Kind Regards

Dave Sullivan



EnviroSchools is an essential part of the school life.

## Picton School School Profile

Full Primary, U3, Decile 5, Roll 130

Picton School is a co-educational primary school that caters for children from Years 1- 6. Our school, which was opened in 1861, occupies a sunny open site with spacious grounds for physical activity. Our current roll sits at 137 students.

The school maintains a high profile in the community and a partnership exists between parents, caregivers, staff and the children. The parent and school community have high achievement expectations for their children.



Students enjoy exploring their learning in Discovery Time.

Picton School is committed to individual achievement and the uniqueness of each student is highly valued. Classroom programmes are designed to be challenging, success-oriented and fulfilling. We value academic achievement, positive attitudes, pride in effort and the willingness to take part in the opportunities the school provides.

Our school grounds and buildings are attractive and well maintained. Improvements to the school's entranceway, office and gardens have been community driven with support and time being given by parents and members of the school's community. We have a large grassed area with trees, adventure playground, tennis court and swimming pool. A well-stocked library on site supports literacy. The school connected to the fibre network and is resourced with ICT equipment.

Students enjoy taking part in a diverse range of activities including for example, gymnastics, music festivals, interschool cross country, swimming and athletics. The students have access to a wide range of extracurricular activities, interests and sports. It is the desire of the Board and Management for staff and students to enhance the communication of teaching and learning with parents.

Picton School has an active parents group called 'PASA' which brings families together for events and raises funds for school projects. We work to foster community engagement and interest in their children's learning. The school has a supportive and proactive Board of Trustees which is totally dedicated to school governance and the school community and enjoys a close working relationship with the Principal.



We look forward to you joining us.

# Mission Statement

**Gateway to Discovery      Te Kura o Waitohi : He Kūaha Kitenga**

The entranceway to our place of:

- Exploring the interaction between ourselves and the environment
- Being visionary, investigating our world exploring our potential
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# Vision Statement

**GATE - Growing Actively Together we Engage with our world**

**Growing** (Growth mindset through the NZ Curriculum: Everyone can learn, everyone can improve knowledge, skills, values and behaviours) Growing and strengthening our Cultural Awareness.

**Actively Academic** (Learning through all our senses, talking, listening, reading, writing, physical movement, PMP, Kids Edible Garden, sports, EOTC, Fitness, The Arts)

**Together** we (Strengthen learning relationships using PB4L & Kiwi Can, we develop prosocial values, skills and actions - Show Respect)

**Engage** with our world, embracing experiences and opportunities.  
(with learning about ourselves, our community, our nation and our environment)

# Values

*Rangatiratanga: Develop **Leadership***

*Manaakitanga: Show **Respect***

*Motuhake : Growing **Independence***

*Te tautuhi: Building **Resilience***

*Te mōhiotanga: **Being Curious** and engaged*

# Goals

1. To collaboratively create and implement a school-wide behaviour plan
2. To raise student achievement in Literacy by the focused use of the spiral of inquiry into reading across Te Wheke Akoranga (COL)
3. To engage our families/whānau in our children's' learning (Use E-Learning to support).
4. Learn Actively - Engage with our environment and community

## Criteria

When employing the teacher for our school, we will refer to the professional teaching standards and the attributes of a positive, team player willing to contribute to our special setting and the use of PB4L across the school.

Applications close 3pm 21st November 2018. An application pack is available email: [principal@picton.school.nz](mailto:principal@picton.school.nz)

Please send completed application form, a CV and a covering letter directly to the Principal. Signed email applications may be sent to [principal@Picton.school.nz](mailto:principal@Picton.school.nz) The position commences at the start of 29th Jan 2019.

### TEACHER PERSON SPECIFICATION

For the detailed specifications of the ORS role, please see attached Job Description.

ASPECT	CRITERIA	ESSENTIAL/ DESIRABLE	EVIDENCED BY
<b>Skills/ Capabilities:</b>	Create a happy, challenging and effective learning environment Be a reflective practitioner who is always looking to improve Motivate, inspire and engage students Establish quality relationships with akonga, whānau, community and colleagues Develop culturally responsive learning programmes Excellent communication skills Engage learners through authentic, meaningful and relevant learning tasks Confidence in creative arts- music, drama or dance	Essential  Essential  Essential  Essential Essential  Essential Essential  Desirable	Reference  Reference  Interview Interview  Interview  Interview  Interview and reference  CV/ letter
<b>Attributes:</b>	Caring Team player/ collaborative Positive Enthusiastic Adaptable Flexible Enjoy teaching High expectations of self and others Self-motivated/ self-starter Committed Calm and patient	Essential	Interview and reference



No teacher in sight - Students practising rugby together during lunch time.



## Job Description ORS Coordinator and Specialist Teacher - Picton School Start 29th January 2019

**POSITION:** ORS Coordinator and Teacher with overall with responsibility for ORS funded students

**REPORTING TO:** Principal

**KEY RELATIONSHIPS:** Principal, SENCO Teacher, Teacher Aides Classroom teachers Representatives of external agencies relevant to ORS students Parents/ whanau Students

**TENURE:** 0.3 FTE *Fixed term for 2019. The reason the position is fixed term is because it is funded by the continued enrolment of ORS students. Should any of these students leave the school, hours of work may need to be adjusted accordingly with appropriate notice.*

## **STRATEGIC OBJECTIVES:**

The Specialist ORS teacher and coordinator is primarily responsible for: the education and wellbeing of 2 ORS Students.

## **KEY RESPONSIBILITIES:**

The Specialist ORS teacher/coordinator will undertake the following responsibilities:

### **Develop (with consultation with classroom teacher) appropriate learning programmes for ORS funded students**

- Investigate and develop informed, relevant, inclusive, engaging, challenging and authentic learning experiences for each ORS student appropriate to her/his level.
- Actively assesses students' learning needs, and monitor their achievement, reporting this to the IEP Team (parents/whanau Lead, Teacher, T/A, Principal, and other agencies).
- Ensure meetings to develop Individual Education Plans are held at timely intervals and involve the relevant people.
- Plan, develop and implement IEP goals into class and school programmes, and monitor their effectiveness.
- Assess the student's physical, cultural and emotional safety needs to work successfully at the NZ Curriculum.
- Promote student participation in activities outside the classroom.
- Integrate specialist service/therapy intervention into regular class and school programmes
- as required.

*Note that this role does not require the direct teaching of ORS students in regular classroom settings, although it does not exclude this. Where students are placed in classrooms, the role of the Specialist Teacher is to support those teachers and teacher aides to deliver an adapted programme for the ORS students.*

### **Support teacher aides and classroom teachers working alongside ORS students**

- Assist classroom teachers in providing adapted classroom programmes for ORS students in regular classrooms, and monitoring this provision. Share specialist knowledge and skills with classroom teachers, teacher aides, and the wider team as appropriate, and model effective strategies and practices as needed.
- Locate, adapt and prepare materials and resources appropriate for students' needs.
- Develop an engaging and positive teaching and learning environment in school through effective communication, relationships and teamwork with relevant staff.
- Recommend and arrange for the delivery of appropriate staff professional development for those working with ORS students, in association with the SENCO
- Transition new Teacher Aides working with ORS students, and provide training, as required.
- Oversee and manage ORS-funded teacher aides, and any other teacher with ORS-funded teaching hours.
- Recommend to the Principal appropriate professional development for staff working with ORS students.

## **Family/whanau liaison**

- Actively foster and maintain productive and supportive relationships with families/whanau.
- Respond to reasonable parental requests concerning their child's learning as appropriate, including being available to meet with them.

*At times, this may involve meeting families/whanau in their own homes out of regular hours.*

## **MANAGEMENT**

- Support students and family/whanau at key transition points in their education, particularly when moving into the college.
- Alongside the Principal and SENCO, assist in the appointment of Teacher Aides.
- Liaise with MOE personnel, including Advisors, Physiotherapists, Occupational Therapists, Speech and Language Therapists, as required.
- Ensure student and staff health and safety are maintained.
- Any concerns regarding health and safety of students must be immediately addressed.
- Provide appropriate written or verbal reports on ORS-funded students progress to the Principal and/or Board as required.
- Liaise with the SENCO as appropriate.

## **ALL TEACHERS IN THIS SCHOOL ARE EXPECTED TO:**

- Encourage the development of a school-wide culture which promotes the inclusion of all students.
- Demonstrate a range of strengths and attributes of an Effective Teacher Profile.
- Undertake ongoing professional development, attend staff meetings, and participate in Staff-Only Days.
- Actively participate in the teacher appraisal system.
- Maintain a valid Practising Certificate, and collect required evidence as necessary.
- Adhere to school policies and the Code of Professional Responsibility.