

# Application Information

2023



# Weedons School

Dear Applicant

Thank you for expressing an interest in a teaching position at Weedons School - Te Kura o Karamū. We are a fabulous country school close to Rolleston.

The following documents are included in this application pack:

- Information About Our School
- Criteria for Appointment
- Role Description
- Application for Appointment

Further information about our school can be obtained from the school website:

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

Please ensure that your CV and covering letter clearly address the criteria for appointment. The Application for Appointment is to be emailed with your CV and covering letter by 12:00 noon on Wednesday 12 October.

<p><b>Send to:</b> <a href="mailto:vacancy@weedons.school.nz">vacancy@weedons.school.nz</a></p> <p>Files must be PDF format.</p> <p>You will receive an email acknowledging your application within 48 hours of receipt (weekdays).</p>	<p><b>Timeline:</b></p> <ul style="list-style-type: none"><li>• Thursday 22 September    Advertisement goes online</li><li>• Wednesday 12 October    Applications close (12:00 noon)</li><li>• Thursday 13 October    Shortlisting completed</li><li>• Tuesday 18 October    Interview candidates for 2023</li><li>• Wednesday 19 October    Positions offered</li></ul>
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The appointment commences at the beginning of the 2023 school year.

We wish you all the best with your application.

Regards

Rob Naysmith

Principal/Tumuaki

Weedons School

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

PH: (03) 3478740

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

# Information About Our School...

Weedons School caters for students from Years 1 to 8. It is situated on the outskirts of Christchurch, ten minutes drive from Hornby, and a five minutes drive from both Rolleston and West Melton.

It is set in a rural location surrounded by a variety of farms. The immediate area includes a popular golf course, several business enterprises, farms and lifestyle blocks. We have a committed, engaged community, fantastic children and highly skilled staff who work closely together. Our school has a very supportive Board of Trustees and our Friends of Weedons (PTA) group is a strong part of our community.

The school was established in 1871 with an initial roll of 20 pupils. The student roll now sits between 140 and 165. The school is organised into six multi-level classes. Buildings and facilities include 7 classroom spaces, a hall, library, and other office spaces. Weedons school is very fortunate to have spacious grounds, challenging, modern playgrounds, extensive, tree lined playing fields, a swimming pool and attractive garden areas.

In recent years, an increasing awareness of the need for environmental sustainability has seen the development of recycling initiatives - worm farms, composting, a plastic house, the planting of fruit trees, natives, vegetable and berry gardens. In 2021, solar power was installed.

## Role Description...

Responsible to:	Principal
Person Specifications:	<ul style="list-style-type: none"><li>• Uphold the school's vision, beliefs and values</li><li>• Adhere to the school's Code of Conduct</li><li>• Follow the planning and assessment expectations of the school</li><li>• Meet the expectations as set out in the <a href="#">Our Code Our Standards</a> and the <a href="#">Code of Professional Responsibility</a></li></ul>

## Criteria for Appointment...

The Scale A teacher we appoint will be:

- An enthusiastic and innovative classroom teacher
- A team player with a sense of humour
- Experienced or interested in personalised learning and teaching through the inquiry process
- A collaborative and highly motivating teacher
- Able to integrate their teaching practice throughout curriculum areas
- Able to use data to improve teaching practice and student outcomes
- Committed to the school's positive culture
- Involved in developing themselves as a professional through professional learning and development opportunities
- Able to develop positive relationships with students and colleagues
- Able to get involved in the extra-curricular activities the school has to offer students

## Primary Objectives:

- Model and promote positive and constructive relationships with staff, students and the community
- Promote and live our School Values of Whanaungatanga; Respect; Personal Best; Honesty; Responsibility
- Actively engage in professional, open to learning conversations
- Value teamwork and collaborate with others
- Share knowledge, skills and resources
- Explore, recognise and celebrate Māori identity, language and culture, including making good use of local expertise and the local context
- Apply the 'teaching as inquiry' process and strategies with a view to improving practice and student outcomes
- Use classroom practices and implement programmes that engage all learners, while accelerating learning of all students so that they experience success
- Use a range of strategies to support students to have a voice in co-constructing what and how they learn
- Support and model best teaching practice

## APPLICATION FOR APPOINTMENT

Please email to:	<a href="mailto:vacancy@weedons.school.nz">vacancy@weedons.school.nz</a> (files must be in PDF format)
Position applied for:	<input type="checkbox"/> Scale A position Fixed Term - in the Year 1-6 area of the school

Personal Details			
First Name:			
Surname:			
Address:			
Phone:		Cell:	
DoB:			

Registration Details			
Number:		Expiry date:	
Type:	<input type="checkbox"/> Full	<input type="checkbox"/> Provisional	<input type="checkbox"/> Subject to Confirmation

Employment History				
School	Position	Level	From...	To

Please also indicate breaks in service and give reasons e.g. travel overseas.

(add more rows if needed)

Current Employment		
School	Position & Responsibilities	Contact person

Educational Qualifications	
Qualifications	Date Awarded...

Referees		
Please provide details of two people who can be contacted to verify statements made in your application.		

Name	Position	School
Contact	Work:	Home:

Name	Position	School
Contact	Work:	Home:

## DECLARATION

### *Have you ever:*

- Been convicted of an offence against the law? YES / NO  
(apart from minor traffic offences)
- Received police diversion for an offence, have charges pending or know of any reason why you should not be employed to work in a school environment? YES / NO

If YES, please provide date and details of offence(s) on a separate sheet. Please note that you may be asked to provide a copy of the relevant court records available from the registrar of the court concerned.

## OTHER INFORMATION

Have you had any injury or medical condition which the tasks of this job may aggravate or contribute to, or know of any reason why you might have difficulty carrying out the job description attached? (please circle)	Yes	No
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*If yes, please give details below:*

I am registered (or provisionally registered) as a New Zealand teacher. (please circle)	Yes	No
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Do you have any matters relating to yourself currently or previously before the Teachers Council? (please circle)	Yes	No
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Do you have a current New Zealand driver's licence? (please circle)	Yes	No
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Do you give permission for your police record to be checked? (please circle)	Yes	No
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Have you changed your name by deed poll/statutory declaration? (please circle) <i>Other names known by:</i>	Yes	No
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## Confirmations

### PRIVACY ACT 1993 (TO BE SIGNED BY THE APPLICANT)

This Application is submitted with the understanding that any further information given is for the use of the employer and their authorised representatives who may at any time have access to this information.

Please read the following statement carefully, sign and return with your application.

I agree to the Weedons Board of Trustees or its agents approaching my referees for a statement of my abilities in relation to this application.

I give consent to members of the Weedons School Appointments Committee or its advisor to make enquiries of my present or past employers or colleagues or any other person who may assist in establishing my suitability for the position of Teacher at this school.

I hereby certify that the information given in this application is, to the best of my knowledge, correct. I understand that this may be verified.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_