

Wakari School

Application Package

Scale A Teacher

Permanent



APPLICATION PACK 2025

Nau Mai Haere Mai, Welcome!

Thank you for expressing interest in the position of Scale A Teacher (Year 5-6) at Wakari School.

We are looking for the successful applicant to start from Term 1, 2026.

The following information is included in this application pack:

- Information about our school
- Recruitment process timeline
- Person Specification
- Information for applicants
- Application for appointment
- Declaration

Further information about the school can be obtained from the school website www.wakari.school.nz

A short letter of application outlining relevant skills, experience and CV should be included with your application.

We require all applicants to provide the names of two people who could act as referees. One of these should be your current or most recent employer. Referees should have direct knowledge of your capabilities. Please ensure the people you list have consented to act as a referee. **The close off for submitting your application is noon on Monday 3 November 2025.**

Ngā mihi nui

Stacey Gribben
Principal
Wakari School

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AN INTRODUCTION TO WAKARI SCHOOL

ABOUT US

Wakari School is a Contributing Primary School catering for tamariki from Years 1 to 6. The School has a current roll of over 300 ākonga which increases as new entrants join us throughout the year.

OUR VALUES

At Wakari School we promote our values of **Honesty, Manners, Respect, Co-operation and Kindness**. As a family orientated school we promote and encourage parental involvement. This assistance along with a strong Home and School partnership plays an important role in the education of our tamariki during their time with us. School camps, trips and swimming would simply not be possible without the vital assistance that whānau offer. Our school has a proud tradition of community involvement stretching back to 1858.

OUR VISION

Wakari prides itself on developing its Vision with our taurira; “**Happy, Confident Learners**” **Ngā ākonga harikoa, nga ākonga māia hoki** and looks to achieve this through its co-operative approach to teaching and learning. We have three syndicates across the school which operate in learning hubs. We aim to provide our pupils with the means to achieve their best in a caring, safe and secure environment. Wakari School benefits from a true team approach. We have a dedicated and committed Board of Trustees giving many hours of professional input, another hard-working group of parents forming the Home and School fundraising group and still a wider group of parents and grandparents assisting with regular trips, camps and special hub activities.

WHAT WE OFFER

Combined with this widespread community support is a stable, experienced and well-qualified team of kaiako and dedicated support personnel. Together the whole school community has an enviable reputation of a forward-looking and innovative school culture. High expectations, well-organised hubs and whole-school commitment to a positive, respectful environment promote high standards of behaviour, personal growth and excellent standards of achievement. Those currently comprising the Wakari School community contribute to an ongoing cycle of school improvement, building on the successes of our past. Wakari School provides: flexible learning environments, effective learning support programmes, experienced, reflective and dedicated teachers, The latest in ICT equipment, large grass areas, our own swimming pool and great play equipment, a positive and respectful culture, regular trips and outdoor education experiences.

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APPOINTMENT TIMELINE

- 21 October:** Appointment advertised
- 3 November:** Applications close at noon
- 5 November:** Shortlisting completed
- 5-6 November:** Successful candidates contacted for interviews
- 7-8 November:** Interviews
- 9 November:** Job offered to successful applicant

We will notify all applicants of the outcome of their application as soon as possible, without any unnecessary delay.

Position begins Term 1, 2026.

The Board reserves the right to call for a second interview if required and/or vary this timeline.

The appointment panel will be made up of the following members:

Jason Sargeant	Board Presiding Member
TBC	Board Personnel representative
Stacey Gribben	Principal
Dave Waddell	Syndicate Leader

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INFORMATION FOR APPLICANTS

This vacancy involves responsibility for a class of **Year 5-6 children**, within our team Senior Syndicate hubs.

Applicants should give details of experience at this level.

The successful applicant will be an energetic, motivated teacher with ability to plan stimulating, child-centred programmes within our collaborative teaching and learning environment.

Collaborative teaching and co-operative programme planning with teachers in the Senior Syndicate will be required.

Applicants should also detail curriculum strengths and experiences, as areas of responsibility will be negotiated with the successful applicant.

Key Appointment Criteria

- Class Teacher
- Knowledge and skills in Structured Numeracy and Literacy programmes essential
- Strong inter-personal and organisational skills
- Excellent classroom management skills essential
- A team player, innovative, committed to excellence, have a sense of fun and have a desire to participate fully in the corporate life of the school.
- Please state curriculum strengths.

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APPLICATION FOR APPOINTMENT

Personal Details

Surname: _____

First Name: _____

Mobile number: _____

Email: _____

Present Position

School: _____ Position: _____

Time position held: _____ years

Teaching Experience

School	Year Level	Position	Date from	Date to

Disclosure of Criminal Convictions

Note that all applicants may be asked to authorise the Privacy Commissioner to release details of their Police Record to the Appointments Committee

Have you been convicted of an offence in the past ten years? Yes / No
(This does not include traffic convictions)

Do you have any criminal charges pending? Yes / No

If you answer YES to either question, please provide details below

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Physical and Emotional Health

Are you aware of any injury or medical condition that could impact on your ability to perform this job effectively?

Yes / No

If yes, please fill out the box below

Referees

Please provide at least TWO current referees

Referee 1

Name: _____

Contact Number: _____

Relationship to you: _____

Referee 2

Name: _____

Contact Number: _____

Relationship to you: _____

☐ I agree to allow the Appointments Committee to contact anyone to assist with the appointment process

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DECLARATION

Please read the following statement and if you agree to it, sign below.

In accordance with the Privacy Act 1993, I give consent for the Board of Trustees or their representatives to make enquiries from the referees listed in this application and give consent to the referees' making such information available. Furthermore, I also give consent for the Board of Trustees or their representatives to make enquiries of past or present employers, colleagues, other education professionals or any other person who may be in a position to assist the Board in determining my suitability in terms of filling the vacancy and give consent to those people to provide such information.

I certify that the information provided in this application including my covering letter and curriculum vitae is to the best of my knowledge correct.

Signature: _____ Date: ____/____/2025

Privacy Statement from the Board of Trustees to Applicants

The information that has been provided or will be provided to the Board of Trustees in regards to this application will only be used for the purposes of determining the applicant's suitability to fill the vacancy. Only the Board of Trustees and their representatives will have access to the information. On completion of the appointment process curriculum vitae will be returned to all unsuccessful applicants. The curriculum vitae of the successful applicant will be kept on file along with their application. All referee reports along with other information gathered on applicants during the process will be destroyed.