



## Information Pack - Fixed term teacher

*Welcome to Balclutha Primary School, and thank you for showing an interest in our vacancy.*

### Vacancy

We are looking for an exciting and vibrant teacher to join our dedicated team at Balclutha Primary School. This is a fixed term position for 2021 as it is dependent on roll growth. This is likely to be in the middle school but is negotiable. We are a hardworking and supportive team, and may be in the position to support a PRT in 2021.

### Timeline

Advertised 23 October 2020

Applications close Friday 13 November 2020

Interviews by negotiation

Position start date Monday 1 February 2021

Position finish Date Friday 17 December 2021

### Person specifics

Our successful applicant will have:

- A suitable NZ teaching qualification (or equivalent if endorsed by the Teachers Council)
- A positive mindset.
- A genuine desire to ensure positive outcomes for all students.
- The ability to provide a strong classroom environment.
- A strong base in literacy and numeracy is essential.
- A great sense of humour and the ability to work as part of our team.

### General Description of our School

Built in 1950 and remodelled in 2010, Balclutha School is a two storeyed wooden structure consisting of 13 classrooms (including 3 relocatable rooms), a library, resource rooms, staffroom and offices. A wooden school hall, upgraded in 1993, is within the boundaries.

Our school playground consists of a flat grass and turf area with a large adventure playground. The children have access to the local Sports ground adjacent to the back entrance of the school and the Cross Recreation Centre across the road.



There are seven classroom teachers, a part time Reading Recovery teacher, Principal, three RTLB, Resource Teacher Literacy, nine teacher aides, a school secretary, a part-time caretaker and a part-time cleaner.

Staff are dedicated and very hard working, and have a very positive relationship with the Board of Trustees and Parent Teachers Association.

Teachers are actively involved in professional development, through involvement in a range of seminars and PLD opportunities provided by the Big River Cluster Kahui Ako Community of Learning.

### Application details

Please email your CV and the completed application form (below) to [vicki@balclutha.school.nz](mailto:vicki@balclutha.school.nz) or [admin@balclutha.school.nz](mailto:admin@balclutha.school.nz) by 3pm Friday 13 November 2020.

Please contact us if you have any questions regarding this application. We look forward to receiving your application.

Kind regards

Vicki Neave  
Principal  
Balclutha Primary School





**APPLICATION FORM**

Please email to [vicki@balclutha.school.nz](mailto:vicki@balclutha.school.nz) or [admin@balclutha.school.nz](mailto:admin@balclutha.school.nz) post or deliver to Balclutha Primary School, Lanark Street, Balclutha by Friday 13 November 2020.

**APPOINTMENT TO THE POSITION OF**

**Fixed Term Classroom Teacher**

*Should the information requested be available in attached CV it is not necessary to repeat it.  
Fields marked with an \* are required to be completed*

**PERSONAL DETAILS:**

**\*FULL NAME:** \_\_\_\_\_  
*(Please underline the name by which you are known)*

**POSTAL ADDRESS:** \_\_\_\_\_  
\_\_\_\_\_

**\*TELEPHONE NO:** \_\_\_\_\_

**\*REGISTRATION NUMBER:** \_\_\_\_\_

**CURRENT PLACE OF EMPLOYMENT:** \_\_\_\_\_

**QUALIFICATIONS:** *(Educational/Related Qualifications)*  
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\_\_\_\_\_  
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**OTHER QUALIFICATIONS:**  
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**PREVIOUS EXPERIENCE RELEVANT TO THE POSITION:**

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**INTERESTS (FAMILY, COMMUNITY, OTHER INTERESTS)**

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**SUITABILITY FOR OUR POSITION:**

*(After considering the attached job/person specifications, please outline why you should be considered for our position, on a separate page and include with this form)*

**\*DECLARATION:**

Have You Ever Been Convicted Of Any Offence Against The Law? (apart from minor traffic convictions)  
If 'YES', please give full details:

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\*Have you ever had your Registration as a teacher cancelled?

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\*Have you ever been dismissed from any teaching position? If so please give details:

\*Please advise of any ACC claims made:

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**REFEREES:**

Please provide details of two referees who are able to supply statements in support of your application.

*Name:*

*Address:*

*Phone:*

*Position:*

*Name:*

*Address:*

*Phone:*

*Position:*

**TRAVEL ALLOWANCE:**

Reasonable and actual expenses will be reimbursed for candidates who are required to attend interviews from out of Balclutha area to a maximum amount of \$200.00.

**\*CONFIRMATION:**

I certify that the information given in this application is to the best of my knowledge correct. I give my permission for the claims made to be verified through sources considered appropriate by the Board.

***Applicant's signature:***

***Date:***