

Broadgreen Intermediate School

Application for Appointment

IMPORTANT NOTES FOR APPLICANTS

Thank you for applying for a position with our school. Please ensure you have a copy of the job description before completing this application.

1. Please complete this form personally. Read it through first then answer all questions and ensure you sign and date where indicated.
2. Attach a curriculum vitae (CV) containing any additional information. If you include written references, please note that we may contact the writers of those references.
3. Copies only of relevant qualification certificates should be attached. If successful in your application you will be required to provide originals as proof of qualifications.
4. If you are selected for an interview you may bring whanau/support people at your own expense. Please advise us if this is your intention.
5. Failure to complete this application and answer all questions truthfully may result in any offer of employment being withdrawn or appointment being terminated if any information is later found to be false.
6. All applicants will be required to give consent to a Police vet
7. a) Applicants may not be employed as a children's worker if they have been convicted of a specified offence listed in Schedule 2 of the Vulnerable Children Act 2014, unless they obtain an exemption. The Criminal Records (Clean Slate) Act 2004 will not apply to these specified offences and these offences will be included in your Police vetting results.
b) The Clean Slate Act provides certain convictions do not have to be disclosed providing:
 - You have not committed any offence within 7 consecutive years of being sentenced for the offence
 - You did not serve a custodial sentence at any time
 - The offence was neither a specified offence under the Clean Slate Act 2004 nor a Specified offence under the Vulnerable Children Act 2014
 - You have paid any fines or costs

Please note that you are not obliged to disclose convictions if you meet the above conditions but can do so if you wish. If you are uncertain as to whether you are eligible contact the Ministry of Justice.

8. Shortlisted applicants being interviewed will need to provide originals of both a primary identity document (eg passport) and a secondary identity document (eg New Zealand drivers license). A list of acceptable primary and secondary documents is available in the last sections of the Vulnerable Children Regulations 2015
9. This application form and support documents will be held by the school for 14 days. You may access it in accordance with the provisions of the Privacy Act 1993 within this time for checking. If you have any queries, please contact the person cited in the advertisement.

OFFICE USE ONLY: This page must be retained on file as part of the application it must not be removed or destroyed.

Custodial sentence means a sentence of imprisonment and includes corrective training, preventive detention, a sentence of imprisonment served by home detention, borstal training, detention centre training and any other sentence that requires the full time detention of an individual. Non custodial sentence includes, but is not limited to, a community based sentence, a sentence of home detention, a sentence of a fine or reparation, a suspended sentence of imprisonment, and a specified order.

TEACHING POSITION APPLICATION FORM

Please post or email to:

Broadgreen Interemdiata
 193 Nayland Road
 Stoke
broadgreen@broadgreen.school.nz

Position applied for:

PERSONAL DETAILS

Surname			
Given names			
Preferred name			
Address			
Contact details	HOME		WORK
	MOBILE		EMAIL

Certificated Teacher Status	<input checked="" type="checkbox"/>	Registration No.	Expiry date
Certificated teacher	<input type="checkbox"/>		
Provisionally certificated	<input type="checkbox"/>		
Not certificated	<input type="checkbox"/>		

Present Teaching Position	
School	
Date appointed	
Type of appointment	
Can we contact your principal about this position?	YES NO

Educational Qualifications	Type of qualification	Date received	Received from

CONFIRMATION

1	<p>I certify that the information given in this application is, to the best of my knowledge, true and correct. I understand that the claims made in my application may be checked.</p> <p>I understand that if I have supplied incorrect or misleading information, or have omitted any important information, I may be disqualified from appointment, or if appointed, may be dismissed.</p>	YES	NO
2	I am currently registered to teach in New Zealand.	YES	NO
3	<p>In accordance with the Privacy Act, I authorise the board of trustees to:</p> <ul style="list-style-type: none">• Obtain further information from the referees listed in this application, and I consent to the referees disclosing such information to the board• Obtain information in relation to my application from persons not listed as referees, and I consent to these persons disclosing pertinent information to the board.• Contact the Education Council.	YES	NO
4	<p>STUDENT SAFETY <i>[Cross out the statement that doesn't apply to you]</i></p> <ul style="list-style-type: none">• I have never been the subject of a complaint about the safety of a student.• I have been the subject of a complaint about the safety of a student. <i>Please give dates and details:</i>		
5	<p>OFFENCES AGAINST THE LAW <i>[Cross out the statements that don't apply to you]</i></p> <ul style="list-style-type: none">• I have never been convicted of an offence against the law (excluding minor traffic convictions).• I have no pending charges of an offence against the law.• I have been convicted of an offence against the law. <i>Please give dates and details:</i>• I have pending charges of an offence against the law. <i>Please give dates and details:</i>		
6	I know of no reason why I would not be suitable to work with children or young people.	TRUE	FALSE

.....
Applicant's signature

.....
Date

REFEREES

Please provide the names and contact details of three referees below. Referees' reports are confidential to the board. Referees will only be contacted for candidates who are short-listed.

REFEREE'S DETAILS			
Full name			
Position			
Relationship to the applicant			
Contact details	PRIVATE		WORK
	MOBILE		EMAIL

REFEREE'S DETAILS			
Full name			
Position			
Relationship to the applicant			
Contact details	PRIVATE		WORK
	MOBILE		EMAIL

REFEREE'S DETAILS			
Full name			
Position			
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Contact details	PRIVATE		WORK
	MOBILE		EMAIL