# TE MATA SCHOOL PRINCIPAL APPLICATION

# CONFIDENTIAL APPLICANT DECLARATION FORM

**Position Applied For:** Primary School Principal

## 1. PERSONAL DETAILS

| | |
|---|---|
| **Full Legal Name:** | |
| **Previous Names (if applicable):** | |
| **Contact Phone Number:** | |
| **Email Address:** | |

## 2. PROFESSIONAL REGISTRATION & STANDING

| | | | |
|---|---|---|---|
| **NZ Teaching Council Registration No:** | | **Expiry Date:** | |

## 3. CRIMINAL CONVICTIONS & LEGAL PROCEEDINGS

**IMPORTANT CHILDREN'S ACT 2014 NOTICE:** The position of Principal is a 'Core Children's Worker' role under the Children's Act 2014. Therefore, the provisions of the Criminal Records (Clean Slate) Act 2004 do not apply to any serious sexual, violent, or child-related offences listed in Schedule 2 of that Act. You must declare **all** convictions falling outside the clean slate criteria, and any relevant to child safety.

| **Declaration Question** | **Response** Insert a tick ✓ |
|---|---|
| Have you ever been convicted of any criminal offence, or ordinance breach (excluding minor parking infractions)? | **[ ] Yes [ ] No** |
| Are you currently facing any active, pending, or unresolved criminal charges or police investigations? | **[ ] Yes [ ] No** |
| Have you ever received a formal Police Diversion, formal police warning, or official caution? | **[ ] Yes [ ] No** |
| Are you aware of any historical matter, medical condition, or personal impediment that would prevent you from safely working with children or holding a position of high trust? | **[ ] Yes [ ] No** |

## 4. PROFESSIONAL CONDUCT & COMPETENCY HISTORY

| **Declaration Question** | **Response**<br>Insert a tick ✓ |
|---|---|
| Have you ever been the subject of an official competency or disciplinary investigation by a school board or employer, whether concluded or ongoing? | **[ ] Yes [ ] No** |
| Have you ever had your teacher registration or practising certificate cancelled, suspended, refused, or conditionally restricted by the NZ Teaching Council or any international body? | **[ ] Yes [ ] No** |
| Have you ever resigned from a position or reached a confidential settlement prior to the resolution of an investigation into your conduct or performance? | **[ ] Yes [ ] No** |

Note: If you answered 'YES' to any question in Section 3 or 4, please supply full details in a separate, sealed envelope addressed to the Board Presiding Member, marked 'Strictly Private & Confidential'.

## 5. PRIVACY CONSENT, AUTHORIZATION & TRUTHFULNESS STATEMENT

**By signing below, I explicitly declare and agree to the following terms:**

1. **Accuracy of Information:** All information, credentials, and evidence provided in this application pack and curriculum vitae are entirely true, accurate, and complete. I acknowledge that any false declaration, material omission, or misrepresentation will be treated as serious misconduct, resulting in immediate disqualification or summary dismissal if already employed.

2. **Police Vetting Authority:** I authorise the School Board (or its designated recruitment consultant) to submit my details to the New Zealand Police Vetting Service for a complete background check, and I agree to fill out any matching documentation required to complete this.

3. **Referee & Background Verification:** I authorize the School Board to contact my listed referees. Furthermore, under the Privacy Act 2020, I authorise the Board or its representatives to approach the Teaching Council of Aotearoa New Zealand, previous employers, or other relevant third parties to verify my professional suitability, competency, and conduct history for this role.

**Applicant's Signature:**

**Date:**