FAQs for Prospective Applicants – Encompass Education

What can Encompass Education offer you?

An opportunity to be part of an innovative approach to teaching and learning for Year 9 – 15 Autistic and neuro-divergent students. Flexibility to provide broad life experiences and create a learning community where young people feel safe, valued, and empowered to thrive in learning and in life. You will be one of our foundation teachers contributing to redefining secondary education through high-interest, project-based learning and flexible pedagogy; an approach which is increasingly valued and in demand in all schools. Teaching at Encompass Education Hub offers rich, ongoing professional learning in neuro-affirming and trauma-informed practice, supporting your growth as an educator and enhancing your career development. You will have the opportunity to develop skills in autism support, ADHD support, sensory regulation, communication support, executive functioning, de-escalation, restorative practice, and positive behaviour support.

What is Encompass Education Hub and who are the students?

Encompass Education Hub is sponsored and governed by Autism NZ and has been established to cater for learners whose primary educational and wellbeing needs are best met within an autistic- and neurodiversity-affirming learning environment. Encompass is designed for secondary-aged autistic and neurodivergent learners from Years 9 to 13 who are committed to working within the New Zealand Curriculum and the New Zealand Qualifications Framework.

Learners need to be able to participate safely in an open, non-secure school setting. Encompass does not have secure, fenced, or locked facilities, and students are able to move between different areas of the school and grounds during the day. Teachers are not expected to provide therapy, personal care, high-health support, clinical support, or student transport, except where transport is part of an approved EOTC activity.

What does teaching at Encompass look like?

- Teachers will have five hours of non-contact time across the week.
- Encompass Education Hub endeavours to provide learning tailored to each student's individual learning pathway. Small class sizes, where the teacher works in partnership with a Learning Assistant, are designed to support this kaupapa.

What professional learning and career opportunities are available?

- Trained beginning teachers in their first year who are employed full-time will be allocated a teaching load of 0.8 FTTE. Trained beginning teachers in their second year who are employed full-time will be allocated a teaching load of 0.9 FTTE.

- Teachers will have the opportunity to engage in regular professional development (internal and external) to grow their confidence and capability in teaching autistic and neuro-divergent students within the Encompass Education context.
- Teachers will engage in a professional growth cycle to support ongoing growth and renewal of practicing certificates.

Opportunity for leadership and growth:

- All staff at Encompass Education Hub will take on appropriate leadership/management responsibilities to contribute to the wider life of the school and will be supported in their growth and leadership journey.
- In its foundation year Encompass Education Hub is unlikely to have provision to pay management units or allowances, or additional payments for responsibilities. Where possible, provision of time will aim to balance the extra work required of leadership roles.

What qualifications do I need?

Teachers need to hold New Zealand Teacher registration with the Teachers Council and a current practicing certificate.

What type of employment agreement will I have?

- Most teaching positions at Encompass Education Hub will be offered as full-time or part-time roles under an Individual Employment Agreement with Autism NZ. Applicants will be told clearly whether a position is permanent or fixed-term, and if fixed-term, the reason for the fixed term will be stated in the offer of employment.
- As a charter school, Encompass operates within an approved sponsorship and funding model. This means staffing is planned in relation to the school's approved operation, student roll, programme needs, and long-term viability. While this is different from employment in a state school, Encompass is committed to providing clear information to applicants and to following good-faith employment processes if any significant change is ever required.
- Foundation teachers should also be aware that the school will continue to develop as the roll grows and the programme becomes established. This may create opportunities for role development, leadership, and increased responsibility over time.
- Employees can choose to belong to a union; however, the PPTA collective secondary agreement does not apply to this employment contract.

How will I be paid?

Prior service and salary placement will be considered when placing applicants on the Encompass salary scale. Refer to PayScale and Progression in Appendix.

What are the working hours and school year expectations?

- Given 2027 will be Encompass Education Hub's first year all staff will be required to be available from Tuesday 19th January for induction, first aid and KAMAR training (as

necessary), professional learning, team building, planning and assisting with orientation of students. However, staff will not be required to be onsite Friday 22nd – Monday 25th January (inclusive) or Friday 29th January - Monday 1st February (inclusive). The first day of school for students will be Wednesday 3rd February.

- Teachers are employed for a 40-hour week and are expected to be onsite between 8.00am and 4.00pm each day. On occasions teachers will be required to be onsite for events and meetings beyond 4pm. These will be calendared well in advance. Students will arrive between 9.00 – 9.30am, with the first learning stream commencing at 9.30am. Lessons will conclude between 3.15 - 3.30pm.
- Teachers will be expected to be available for 2 days of each term break to engage in professional development, coaching and mentoring, team building and collaborative planning. The remainder of the term break are Professional Reset days which recognize that peak performance during the school term requires effective planning, timely and relevant learning and restorative rest. This time can be used it whatever way best sets you up for success the following term.
- Employees are entitled to 4 weeks' holiday per year (generally to be taken during school close-out period, December - January).

What leave entitlements are available?

- Teachers moving from state to charter schools generally do not transfer their accumulated sick leave balance. If you return to a state or state-integrated school, your original, higher balance is reinstated.
- After 6 months' continuous employment you shall be entitled to 10 days' sick leave for each subsequent 12-month period of service. Sick leave can be taken where the Employee is sick or injured, or where the Employee's partner or a person who is dependent on the Employee is sick or injured. Up to 10 days' unused sick leave entitlements can be carried forward to any subsequent 12-month period (to a maximum of 20 days' current entitlement for that year).
- Leave entitlements include; bereavement leave, family violence leave, parental leave, public holidays, discretionary leave, and any special leave provisions.
- Teachers are not eligible to apply for PPTA study awards or study support grants.

What are the KiwiSaver and superannuation arrangements?

If you are already a KiwiSaver member, your KiwiSaver account stays with you when you move to Encompass Education Hub. Your employee contributions will continue to be deducted from your pay, unless you have a valid savings suspension or make another permitted change. Encompass will make employer contributions where required by law for eligible employees. Teachers who are members of older state-sector superannuation schemes, such as the Teachers Retirement Savings Scheme, should seek advice from their scheme provider, as eligibility and employer contribution arrangements may differ when moving out of the state school payroll system.

How much notice do I need to give to resign?

Staff are required to give 4 weeks' notice of resignation in writing to the employer.

How does Encompass support staff wellbeing?

Please refer to the Staff Wellbeing Statement in the Application Pack for more information. Staff will have access to EAP services.

Appendix:

PayScale and Pay Progression: (TBC) Rates effective from 27 January 2027

Base Salary Scale – Trained Teachers

Step 1	$64,119
Step 2	$66, 999
Step 3	$69,616
Step 4	$73,999
Step 5	$78,768
Step 6	$83,874
Step 7	$90,042
Step 8	$95,099
Step 9	$102,475
Step 10	$107,886

Base Scale – Untrained Teachers (LAT)

Untrained teachers who lack a subject/specialist qualification will commence on step one on the untrained scale and can progress after completing one year on step one to step two.

For untrained teachers who hold a subject/specialist qualification, the following steps and progressions apply.

Step	Qualification Group	Rates effective from 27 January 2027
1	G 1, 2, 3 - level 5, 6, 7 qualification on the NZQF	$55,574
2		$57,833
3	G4- level 8 qualification on the NZQF	$63,072
4	G5 – level 9 qualification on the NZQF	$64,773
5		$67,390

6		$71,317
7	Salary maximum for G1	$76,943
8	Salary maximum for G2	$82,569
9		$89,636
10	Salary maximum for G3, 4, 5	$92,907