KENAKENA SCHOOL

"EXCITING… MOTIVATING… POSITIVE"

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Web: www.kenakena.school.nz

November 2026

Tena koe

Thank you for your request for information regarding the Learning Support Coordinator position at Kenakena School.

Background Information

This position has arisen due to Kenakena School being assigned full-time LSC staffing from 2027.

The Advertised Positions

The Learning Support Coordinator at Kenakena School will strengthen teachers' capability to support all learners by identifying and planning for diverse learning needs. While not a teaching role, it requires experienced educators who can effectively engage with teachers to enhance inclusive practices. Our LSC will be a member of the school's Senior Leadership Team, will collaborate with regional MOE teams, connect with specialist services and work alongside in-school leaders for the school's specialist programmes. Previous or current SENCO experience would be beneficial.

Kenakena is a progressive and reputable school in a gorgeous coastal environment and is a great place to work. I look forward to your application.

Enclosed is the Application Package and associated forms.

Please email the application form with your letter of application and your CV to principalspa@kenakena.school.nz .

Should you wish to contact me regarding this application, please phone (04) 2984011.

The Board of Trustees is committed to the ongoing development of the school and looks forward to your participation in this process.

Please see our website for an overview of our school and how we approach learning. We post regular news about what's happening in the school on our Facebook Page, which will give applicants a good feel for our school culture:

https://www.facebook.com/pages/Kenakena-School/393417717371782

Nga mihi,

Bruce McDonald
Principal

LSC APPLICATION PACK

KENAKENA SCHOOL



November 2026

PACKAGE CONTENTS

Expected Timeline

Description of Kenakena School

Person Specification

Application Form

EXPECTED TIMELINE

This is the expected timeline. There is a possibility that applicants may be interviewed in advance of close of application.

November 1 - Advertise

November 12 - Applications close at 5 pm

November 13 - Notification of interview if short-listed

November 16-18 - Interview timeframe

November 20 - Successful applicant offered appointment.

- Unsuccessful interviewees informed.

KENAKENA SCHOOL IN 2026

VISION
Exciting, Motivating, Positive

MISSION
Through meaningful learning contexts, develop key competencies for the future.

THE SCHOOL AND COMMUNITY
Kenakena School is a full primary school on Donovan Road, Paraparaumu Beach. It was established as a permanent school in February 1978 after having been a side school of the older Paraparaumu Beach School. The Kapiti region is a fast-developing area of New Zealand.

At present, the school has a roll of 560 children and is expected to continue to rise steadily to reach around 570 by the end of the year. Due to roll growth Kenakena School has undergone extensive redevelopment in the past 20 years. In 2006 that programme included the construction of new classroom space, an integrated library and teacher resource facility, the remodeling of existing classroom spaces and the remodeling of the administration building. We have refurbished and remodeled most classrooms in recent years and opened two new classrooms in 2017. A programme of further classroom remodeling, refurbishment and grounds development is planned over the next five years. A major staffroom remodel and refurbishment was completed in July 2023, and an administration office upgrade was completed in 2025. An extensive community garden is being established stage by stage on the school site.

Kenakena School is an excellent professional environment in which to work. There is strong leadership at all levels of the school, motivation is high and there is a strong sense of school spirit amongst the staff.

There is a school-wide emphasis on the delivery of a rich, integrated curriculum. The curriculum development and implementation focuses for 2026 are centred around the new English and Mathematics Curricula, and development of science programmes. Kenakena is involved in the Mitey Mental Health Programme and has a continued school-wide focus on *21st Century Research-Based Pedagogy*.

Kenakena School is currently operating in four teams: A Senior team covering Years 7 and 8 (Kauri), an upper Middle team covering years 5 and 6 (Kahikatea), a Lower Middle team covering Years 3 and 4 (Koromiko), a Junior team covering Years 1 (Kowhai Iti) and 2 (Kowhai).

The school has an active Parent Teacher Association that runs various fundraising and social events throughout the year including a large gala, the *Kenakena Festival of Fun*.

The school community's *Equity Index Number* (EQI) is 439 with most students coming from the Paraparaumu Beach area. Many families have parents commuting to Wellington for work. The school is situated 200 metres from Paraparaumu Beach.

School Staff have been active in sharing practice with other schools. Kenakena's Leadership Approach, which has focused on building leadership capacity through the school has attracted external interest with education consultants bringing groups of Principals and school leaders to Kenakena for on-site workshops.

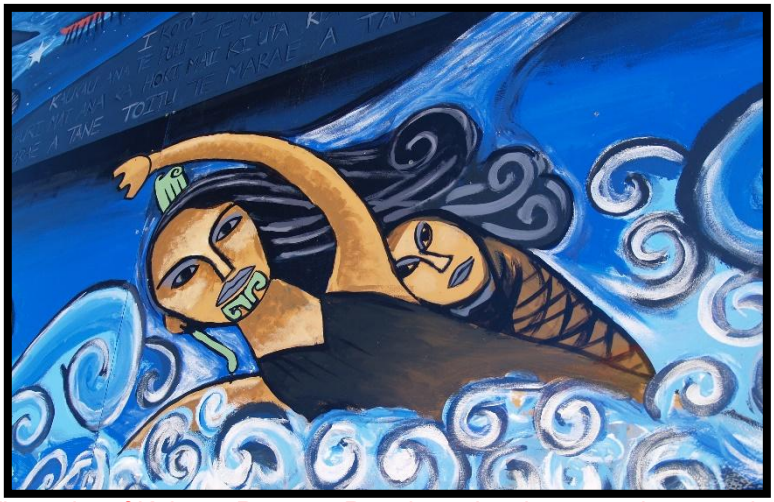
Special Programmes the school runs are:

- Tournament of Minds (Australasia-Pacific Winners twice and New Zealand Champions four times)
- Dyslexia Programme based on the Davis Dyslexia Approach
- Otago University Mathematics Problem-Solving Challenge
- E-Pro 8 STEM Challenge (local and regional winners)
- Mana Wahine peer esteem programme for Year 8 girls

- Boys' Mentoring Programme for Year 6 boys (Te Roopu Kaiakopono)
- School Tour Guides and Senior Student Leader Programmes
- Perceptual Motor Programme for New Entrants
- Kapahaka Group for Years 5-8
- ESOL
- Gardening Club
- International Education (Hosted fee-paying international students from South Korea, Vietnam, Thailand, China, Japan, Chile, Spain, Switzerland, France and Germany)

Kenakena is a busy and progressive school that does things 'our way' whilst basing our practice on research-based pedagogy. It's a great place to work and learn.

In 2018, Kenakena School won Overall Business of the Year at the Kapiti-Horowhenua Business Awards, also winning the *Large Business Excellence Award*, *Employer of Choice Achievement Award* and *New Thinking Achievement Award.* We are very proud of our achievements.



The swim of Kahe te Rau o te Rangi; our local story and a metaphor for human qualities important to our school.

PERSON SPECIFICATION FOR THE POSITION OF LSC

QUALITIES: The successful applicant will be:

- Publicly loyal to Kenakena School.
- Resourceful, self-directing, enthusiastic and goal oriented.
- Committed to continued self-development.
- Able to maintain confidentiality.
- Well organized.
- A good role model through the demonstration of high personal and professional integrity.
- Culturally and socially aware.
- Able to work effectively as part of a team.
- Able to demonstrate professional and personal empathy
- A leader

SKILLS AND EXPERIENCE: Through his / her skills and experience the successful applicant will be able to:

- Lead and manage with confidence across a range of contexts and complexities.
- Demonstrate highly effective classroom teaching which reflects sound curriculum knowledge and implementation.
- Demonstrate effective interpersonal communication with staff, students and caregivers and key external stakeholders.
- Demonstrate a high level of oral and written communication, presentation, evaluation and reporting.
- Demonstrate effective behaviour management.
- Participate effectively in the corporate life of the school.
- Demonstrate proficiency in the use of information and communication technology in the classroom and for administration purposes.
- Fulfill the MOE's LSC 2026 Role Description