APPLICATION FORM

Tumuaki | Principal

Tapawera Area School

Te Kura ā Rohe o Tapawera

Years 1–13 · Tasman District · Commencing Term 1, 2027

Thank you for applying for the position of Tumuaki | Principal at Tapawera Area School.

Please complete this form and send it, together with your CV and a cover letter, to **Rosie Robinson, Brannigans** – 027 221 2080 · Rosie.Robinson@brannigans.co.nz. All applications are treated in confidence.

Personal details			
Family name		**First name/s**	
Other names (if any)			
Are you legally entitled to work in New Zealand on an ongoing basis (e.g. NZ citizen, permanent resident, or holder of a valid work visa)? ☐ **Yes** ☐ **No**			
If no, visa details and expiry			
Address			
Home phone		**Mobile**	
Preferred email			
Practising certificate no.		**Expiry date**	
MoE employee no.			

Current employment	
Position/s held	
School/institution	
Location	
Period of employment	

Educational qualifications (past and current)			
Year	**Name and location of institution**	**Qualification obtained**	**Years completed**

Education service			
Position/s held	**Name of employer**	**Year from**	**Year to**

Relevant professional development		
Year/s	**Development undertaken**	**Provider and location**

Professional associations

Please list the professional associations you belong to and your role in them:

Principal Recruitment Allowance (PRA)

The Board has received approval from the Secretary for Education to offer the Principal Recruitment Allowance for this permanent position. An appointee who meets the Ministry's principal eligibility criteria, as assessed by an independent adviser from the National Panel, may receive $50,000 per annum for an initial fixed period of three years, in addition to their salary.

☐ **I wish to apply for the Principal Recruitment Allowance (PRA)**

Criminal conviction history

Have you ever been convicted of any criminal offence (other than minor traffic offences)? ☐ **Yes** ☐ **No**

Are you currently awaiting the hearing of any charges? ☐ **Yes** ☐ **No**

Have you been, or are you currently, under investigation by any authority (e.g. the Teaching Council, Health and Disability Commissioner, Privacy Commissioner)? ☐ **Yes** ☐ **No**

If you answered yes to any of the above, please give details:

A board may not employ or engage a children's worker who has been convicted of any offence specified in Schedule 2 of the Children's Act 2014. The Criminal Records (Clean Slate) Act 2004 does not apply to Schedule 2 offences.

Note: The Board will seek a Police vet and complete the safety checks required under the Children's Act 2014 for preferred applicants before confirming any appointment.

Medical/health and inherent requirements

Is there any reason, including but not limited to a health condition, injury or disability, that would prevent you from performing the inherent requirements of the Tumuaki | Principal role, with or without reasonable accommodation? ☐ **Yes** ☐ **No**

If you answered yes, please specify:

Referee information

Please provide four referees: your current employer, someone you have reported to, someone who has reported to you, and a peer. Referees may be contacted before shortlisting. The appointment panel may also wish to contact people who are not on this list – please see the declaration below.

Referee A: Current employer	
Name	
Phone	
Email	
Position held	
Organisation	
Relationship to applicant	

Referee B: Someone you have reported to	
Name	
Phone	
Email	
Position held	
Organisation	
Relationship to applicant	

Referee C: Someone who has reported to you	
Name	
Phone	
Email	
Position held	
Organisation	

Relationship to applicant	

Referee D: Peer	
Name	
Phone	
Email	
Position held	
Organisation	
Relationship to applicant	

Declaration and authorisation

1. I declare that the information supplied by me is given voluntarily and is true, accurate and complete in all respects.
2. I understand that all information provided about me, including my application form, CV, references and any assessments, will be held by the Tapawera Area School Board and its recruitment adviser, Brannigans, and used to evaluate my qualifications, experience and suitability for employment as Tumuaki | Principal of Tapawera Area School.
3. I understand that if I withhold relevant information or supply false or misleading information about myself, my application may not be considered further. I also understand that my employment may be terminated if, after investigation, my employer discovers that any information I have provided is false or misleading.
4. I know of no reason why I would not be suitable to work with children and young people.
5. I confirm, in terms of the Privacy Act 2020, that I have authorised access to my referees.
6. I consent to the Tapawera Area School Board or its agents, including Brannigans, contacting any past employers and/or professional colleagues in addition to the named referees.

Signature		**Date**	