CLUTHA VALLEY
PRIMARY SCHOOL

'A Journey of Growth - To Be The Best We Can'

5 November 2026

Dear Applicant

Thank you for expressing interest in the fixed term Scale A position at Clutha Valley Primary School, commencing on 28 January 2027 and ending on 27 January, 2028.

The Board of Clutha Valley School has committed to funding an additional teacher in 2027, to enable us to provide additional support for target students across the school. This class level is not yet determined but is likely to be in the middle or upper school.

Please find enclosed the following information:

- School Profile
- Person specification
- An application form is attached to the advertisement

Terms and conditions will be the same as the Primary Teachers Collective Employment Agreement. The Clutha Valley Primary School is an Equal Employment Opportunities Employer.

Appointment Timeline (subject to minor changes):

6 November	- Position advertised on Gazette Online.
20 November	- Applications close.
20 November	- Shortlist made.
23/24 November	- Proposed date for Interviews.
	- Successful applicants are notified as soon as possible.
	- Unsuccessful applicants notified on acceptance of position by successful applicant.

Should you have any further questions or would like to visit the school please feel free to ring me on either (03) 4159105 or 0276009967

I look forward to receiving your application.

Yours sincerely

VJ Ward

Val Ward
Principal

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School Profile

Clutha Valley Primary School is Year 0-8 full primary school. The school is situated 26km northwest of Balclutha in a rural area called Greenfield which is 2 kilometres from Clydevale, within close proximity to Central Otago. There are presently 116 students on the roll. This year we have five full time teaching staff. We also have a part time staff member who works with students requiring extra support. Other ancillary staff consist of a part-time secretary, cleaner and caretaker. We also currently have five teacher aides. The staff work professionally and cooperatively as a team.

Buildings:
The successful applicant will be teaching in a modern and innovative six classroom school which we moved into in early 2024. The school has modern furniture and up-to-date technology.

Grounds:
Our children are privileged to have a new large playground to allow them to participate in a range of physical education activities. The vast grass area consists of two large fields and two playground areas. The tennis/netball courts and a large front court give ample play area. The large recently upgraded covered swimming pool is a major asset not only to the school but also to the entire community. Teacher accommodation is available to the successful applicant.

Community:
Clutha Valley is a farming district consisting mainly of sheep, beef and dairying. Support services include two garages; two vet shops, a transport operator, a large milk powder plant and a tavern.
There is a golf club, rugby club and cricket club, all with their own facilities. In addition there is a Fire Brigade, a large community hall and a Community Church. There is a Kindergarten, located within the school grounds. ‘Mainly Music’ for preschoolers takes place on a Wednesday morning in the Community Church. The local Clutha Valley Lions Club actively supports the school to help ensure the children of the area receive every opportunity available to them.

Our Children and Their Families:
The majority of children are from a farming background and travel to school by bus. Our children represent a mix of many cultures. They are happy and willing to learn and have a reputation of being well-mannered and well-behaved. Parents at Clutha Valley are totally committed to the education of their children and are very involved in all activities that invite parent participation. Parents have high expectations of their children’s achievements with many children participating in extracurricular activities.

Board/Parent Teacher Association:
The Board is committed to providing the best education possible for the children. They support and encourage professional development opportunities for the staff. A goal of the Board is to keep the community well informed. The PTA is an active group which works tirelessly to provide extra resources for the school.

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Person Specification

The teacher will

- Be innovative, enthusiastic and be prepared to work and share in a collaborative environment.
- Show a commitment to grow professionally as a reflective practitioner, to keep up to date with changes and developments in education.
- Have the ability to create and maintain an engaging environment which challenges and caters for the diverse needs of our learners.
- Plan programmes and implement learning and assessment procedures which motivate students to take responsibility for their own learning.
- Have strengths in literacy and mathematics, and be familiar with the new curriculum documents.
- Be able to utilise digital technologies to support learning, taking into consideration the needs of our future-focused learners.
- Be culturally responsive and celebrate the diversity of our students.
- Show a commitment to the principles of the Te Tīriti o Waitangi.
- Utilise sound behaviour management strategies.
- Have good communication skills which ensure positive relationships are maintained with students and family/whanau.
- Be able to contribute to wider school activities and have the ability to foster positive community involvement in our school.

Job Description

The current job description reflects the NZ Education Council's, 'Standards for the Teaching Profession'. Specific school responsibilities will be negotiated on appointment.