

Deputy Principal Application Pack 2026

Tamaoho School November 2026

TAMAOHO SCHOOL

Applying for this position

About this appointment

- Tamaoho School is seeking an experienced **Deputy Principal and Special Education Needs Coordinator (SENCO)** to join our leadership team in Term 1, 2027.
- You will lead the Years 0–3 team (Phase 1) and coordinate learning support across the school, working closely with our Learning Support Coordinator (LSC).
- The role includes a **0.4 FTTE** teaching component.

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Welcome

TAMAOHO SCHOOL

Kia ora koutou,

Thank you for your interest in joining Tamaoho School as our Deputy Principal and Special Education Needs Coordinator (SENCO).

We're looking for a visible, approachable leader who listens, builds trust and follows through. You'll lead our Years 0–3 team and agreed portfolios, and coordinate learning support across the school in close partnership with our Learning Support Coordinator. The role also includes a **0.4 FTTE teaching component**.

Working alongside kaiako and whaanau, you'll strengthen teaching practice, support smooth transitions to school and help learners build confidence. We value a leader who combines high expectations with care and is committed to Te Tiriti o Waitangi, culturally responsive practice and equitable outcomes for Maaori, Pasifika and all learners.

I look forward to hearing about the impact of your leadership and what you would bring to Tamaoho.

Ngaa mihi nui,

Gina Harduar
Principal | Tumuaki



Our School Community

Tamaoho School is a contributing primary school in Pukekohe, with learning spaces designed to support connection, collaboration and belonging. We opened our doors in 2021 with 81 learners. By November 2026, we had grown to 358 learners across 15 learning spaces, with 19 teaching staff and 13 support staff.

Our relationship with our iwi Ngaati Tamaoho and our connections to the local area help shape who we are. We celebrate the cultures, languages and identities of our learners and their whaanau. Around a third of our learners are Maaori, a third are Indian, and a third come from a range of other cultural backgrounds.

We take pride in getting to know our learners and their whaanau so we can respond to their needs and aspirations and help every learner feel they belong.



Vision and Values

Our vision, **Involve me and I learn**, places learners at the centre of our mahi. We want every learner to take an active part in their learning, make progress, experience success and feel they belong.

We are proud of the many cultures, languages and identities that make up Tamaoho School. We honour the bicultural heritage of Aotearoa New Zealand by weaving tikanga Maaori into daily school life. This helps our learners build a strong sense of who they are and where they belong.

Our **Tamaohotanga values** guide how we learn and care for one another:

- **Aroha | Caring** means showing kindness, helping others and caring for ourselves, each other and the world around us.
- **Pono | Honesty** means speaking truthfully, sharing what we know and taking responsibility for our feelings and actions.
- **Tika | Doing the right thing** means thinking carefully about our choices and acting with fairness and respect.



Learner Dispositions

TAMAOHO SCHOOL

Our key skills

At Tamaoho School, our graduate profile describes four key skills we help learners develop.

Ownership means taking responsibility for their choices and setting goals for their learning.

Grit means working through challenges, trying different strategies and learning from mistakes.

Collaboration means listening, including others and learning together.

Creativity means asking questions, exploring possibilities and using their imagination to solve problems. We give learners opportunities to practise these skills across the curriculum and use them beyond the classroom.



Our Leadership Approach

Our **Tamaohotanga values of Aroha, Pono and Tika** guide how we learn, lead and work together. Our leaders put these values into practice through **Manaakitanga, Pono, Ako and Awhinatanga** by treating people with care and respect, acting with integrity, learning alongside others and offering practical support.

Strong relationships and collaboration underpin how we shape school culture, strengthen teaching practice, improve school systems and build partnerships within and beyond our kura.

Our leaders are present in learning spaces, listen to learners, kaiako and whaanau, and bring people together to solve problems and follow through on shared decisions. We give kaiako opportunities to lead and work with them to see what difference their leadership makes for learners.

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Appointment Criteria

TAMAOHO SCHOOL

.We are looking for a Deputy Principal and SENCO who can demonstrate:

- Has successful experience teaching and leading in Years 0–3.
- Works with kaiako and whaanau to help learners transition into school.
- Brings strong knowledge of structured literacy and uses evidence of learner progress to guide coaching and professional learning.
- Leads curriculum change by working alongside kaiako to put Te Maataiaho | The New Zealand Curriculum into practice and review its impact on learner progress.
- Coordinates schoolwide learning support alongside the Learning Support Coordinator (LSC).
- Maintains and reviews the learning support register and referral pathways, and oversees regular reviews of individual education and behaviour plans.
- Gives effect to Te Tiriti o Waitangi through culturally responsive practice and strong partnerships with whaanau and iwi.
- Demonstrates strong **data literacy** and builds this capability in kaiako, helping them interpret evidence of learner progress and use it to plan next steps for teaching and learning.
- Keeps learner progress, wellbeing and belonging at the centre of decisions, with a focus on equitable outcomes for Maaori and Pasifika learners.
- Leads with empathy and a calm, approachable manner. Listens carefully, **is open to feedback on their own practice**, gives constructive feedback with confidence and has open, respectful conversations when challenges arise.
- Works with the senior leadership team to advance strategic priorities, lead agreed portfolios and evaluate the impact of schoolwide changes.
- Develops leadership in others by giving kaiako opportunities to lead and supporting them in those roles.
- Models our Tamaohotanga values of **Aroha, Pono and Tika**.



Information for Applicants

Recruitment Process	Date
Position advertised by	Tuesday 17 November
Applications Close	Friday 4 December
Shortlisted candidates notified	Sunday 6 December
School visits to shortlisted candidates	Tuesday 8 Dec or Wednesday 9 Dec
Interviews	Saturday 12 December
Role Commences	Term 1 2027



Application checklist

- ❑ Current CV
- ❑ Cover Letter addressing the appointment criteria
- ❑ Completed application Form and include three referees

Send your application

- ★ Email principal@tamaoho.school.nz your completed application to, by **5pm on Friday 4 December**
- ★ Use **Tamaoho Deputy Principal/SENCO** in the subject line of your email
- ★ ***Please contact the office on (09)884 9350, if you have any further questions regarding this role and the application process, or would like to request a visit***

Information for Applicants

Kia ora koutou, and thank you for your interest in joining Tamaoho School as our Deputy Principal and SENCO.

Preparing your application

Read the appointment criteria before completing the application form. Please complete the form yourself, check that your answers are accurate, and sign and date it where indicated.

Send your completed form, current CV and cover letter to **principal@tamaoho.school.nz** by **5 pm on Friday 4 December 2026**. Use your cover letter to show how your experience meets the appointment criteria and what difference your leadership has made for learners and kaiako.

Referees

Please provide contact details for three referees in the application form.

School visits and interviews

We will contact shortlisted candidates to arrange a school visit on **Tuesday 8 or Wednesday 9 December**. Interviews will take place on **Saturday 12 December**. You're welcome to bring a whaanau member or support person to your interview. Please let us know when we confirm your interview time.

Information for Applicants

Qualifications and safety checks

We will let shortlisted candidates know what to bring to verify their identity, qualifications and current practising certificate. Before employment begins, Tamaoho School will complete the safety checks required under the Children's Act 2014. We will explain any additional vetting or information needed and seek your consent where required. Any request for criminal history information will take account of the Criminal Records (Clean Slate) Act 2004 and any applicable exceptions.

Your privacy

We will use your application and referee information for this appointment process and limit access to those directly involved in recruitment. We will keep records secure and dispose of them when they are no longer needed, in line with applicable records requirements and the Privacy Act 2020.

If you have questions about the role or the application process, please contact **Gina Harduar, principal@tamaoho.school.nz**.