Rimu Full Primary School Est 1877

Kia ora,

Thank you for your interest in the teaching position at Rimu School.
We hope you find this application pack informative and useful. If you have any further questions please reach out.

We are seeking a positive and motivated teacher to join our team beginning term one, 2027. However, we do have some flexibility with these dates for the right candidate.

The key qualities would be a person who has:

- Ability to build strong working relationships across all groups within the school
- Commits to providing high-quality learning experiences
- Has practical experience of Structured Literacy or is prepared to undertake professional development in this area
- Maintains high professional standards that are reflected in your teaching practice
- Responsive to new learning and sustainable change

Applications close at 4pm, Monday 30th November 2026. Applicants required for interviews will be advised that week and then interviews will take place.

Once again, thank you for your interest in this position and we look forward to working with you through this application process.

Ngā mihi,

Esther Hamilton

Rimu Full Primary School Est 1877

School Profile

Rimu School has a long association with the community and district. The school is located 12 kms southeast of Invercargill city in a country area, which includes both sheep and dairy farming. The school enjoys a positive reputation in the community by providing a positive, safe learning environment for all students and is well supported by the Board of Trustees. The school encourages an active Home & School partnership and a strong parent community supports the school.

The roll is approximately 120 students and is organised into 5 classrooms. We currently have a new entrant/Year 2 class, Year 2/3, Year 3/4, Year 4/5 and Year 5-8 class.

All members of the team have a teaching component to their role. Part time support staff are also employed, these include our teacher aides, office manager and part time Caretaker.

Our staff are very talented and high performing professionals who enjoy a team approach and the collegiality that is evident in our school.

Rimu School strives to provide all students with the opportunities that will help them reach their personal best according to their individual capabilities. We are committed to delivering a culturally responsive, integrated curriculum focused on learning in and about our environment, with strong foundations in literacy and mathematics.

We value learning through EOTC, physical activity, music, arts, cultural activities, and the environment. We achieved Silver accreditation for Enviro Schools and are working to maintain this.

Mission Statement

At Rimu Full Primary School we strive to support our learners to be ***mana motuhake*** (confident, independent, resilient, self-managing) tamariki who problem solve, notice, wonder, and question the world around them.

Our tamariki create, innovate and ***ako*** (collaborate together) within the context of our special rural environment, while learning to communicate with ***manaakitanga*** (respect) and ***aroha*** (care and empathy for others).

Our tamariki learn and develop through the influence of ***whanaungatanga*** - a sense of belonging to our place.

Our Values

Aroha - Care and empathy

Whanaungatanga - Working together to develop our sense of belonging to our community

Mana Motuhake - Being self managing and resilient

Ako - Collaborating and working together

Manaakitanga - Respect for ourselves, other people and our environment

Rimu Full Primary School

DECLARATION

The Board of Trustees has a policy to employ the best available teacher to all teaching and management positions at Rimu Full Primary School.
All applicants must be registered teachers.
Please complete this declaration form and forward it with your application to:
Principal, Rimu Full Primary School
or email to: principal@rimu.school.nz by **3pm, Monday 30th November.**

NOTE **– if you answer YES to any question you must provide further information on a separate sheet.**

Have you ever been found guilty of a criminal offence? Yes ❒ No ❒

(apart from minor traffic convictions)
If you have answered "yes", please provide the date and details of the offence, or other reasons together with any comments you wish to make. You may be asked to provide a copy of the relevant Court record(s) obtained from the Registrar of the Court concerned. Please note, failure to provide correct and true details of any conviction or reason for possible unsuitability will make you liable to be dismissed from the employment of the Rimu Full Primary School Board of Trustees, should you be the successful applicant.

Have you ever been dismissed from any teaching position? Yes ❒ No ❒

Have you ever been refused registration or had registration or classification as a teacher cancelled in any country? Yes ❒ No ❒

Are you aware of any circumstances and/or medical condition which the school and/or EDUCANZ should take into consideration in deciding whether you are of good character, and fit to be a teacher? Yes ❒ No ❒

1. **STATEMENT OF THE PRIVACY ACT**: In accordance with the provision and regulation of the Privacy Act 1993, I hereby give the Rimu Full Primary School Board of Trustees permission to contact my referees and/or the principal of schools in which I have taught and/or any other such person or agency, to gain such information as is required for the Rimu Full Primary School School Board of Trustees to ascertain my suitability for appointment to a position at Rimu Full Primary School School.

2. **Teacher Registration number: _____ Expiry Date: _____**

I solemnly and sincerely declare that to the best of my knowledge and belief the information in this application is true and correct. I confirm in regards to the Privacy Act 1993, I have authorised access to referees and others for the purposes of assessing my suitability for this position.

Applicant's signature: _____ Date: _____

Failure to answer all questions truthfully may result in any offer of employment being withdrawn or appointment being terminated if any information is later found to be false. Shortlisted applicants are asked to give consent to a police vet. It is a requirement in the Education Sector for all employees to be police vetted. You will also be required to provide photo identification.This application form and all supporting documents will be held by the school. You may access it in accordance with the provisions of the Privacy Act 1993.

APPLICATION FOR APPOINTMENT

Position applied for:	Location:
Fixed Term Scale A Teacher, Junior classroom	**Rimu Full Primary School**

Mr ❒ Mrs ❒ Ms ❒ Miss ❒

Or other preferred title:

Surname/Family Name:	First Names (in full):

Full Postal Address:

Phone/Email Contacts:

Private:	Mobile:

Work:	E-mail:

Professional Status:

N Z Teacher registration Number:	
Teacher Registration Status:	Expiry date:

Educational Qualifications:

Please list your qualifications:

Personal Details

Proof of Identity will be required.

Are you a New Zealand citizen?	Yes ❒	No ❒
If not, do you have resident status, or	Yes ❒	No ❒
A current work permit?	Yes ❒	No ❒
Have you ever had a criminal conviction? *(Under the Vulnerable Children's Act 2014 core workers in schools will not be covered by the Clean Slate Act 2004 scheme)* If "Yes" please detail:	Yes ❒	No ❒

Have you ever received a police diversion for any offence? If “Yes”’ please detail:	Yes ❒	No ❒
Have you been convicted of a driving offence which resulted in temporary or permanent loss of licence, or imprisonment? If “Yes”’ please detail:	Yes❒	No ❒
Are you awaiting sentencing/currently have charges pending? If “Yes”’ please state the nature of the conviction/cases pending:	Yes ❒	No ❒
Have you ever been the subject of any concerns involving student safety? In addition to other information provided, are there any other factors that we should know to assess your suitability for appointment and ability to do the job? If “Yes”, please elaborate:	Yes ❒	No ❒
Have you had any injury or medical condition caused by gradual process, disease or infection, such as occupational overuse syndrome, stress or repetitive strain injuries, which the tasks of this job may aggravate or contribute to? If “Yes”, please detail:	Yes ❒	No ❒
Do you have a current New Zealand driver’s licence?	Yes ❒	No ❒

Employment History

Please outline the most recent employment history, beginning with current or latest employment.

Period Worked	Employer's Name	Position Held	Reason for Leaving

Referees

Please provide the names of at least **three** people who could act as referees for you.

Name	Address	Contact	Relationship (e.g. employer, Principal, personal)
Authority to approach other referees: I authorise the Board, or nominated representative, to approach my listed referees and to access the Education Council of NZ (EDUCANZ) records, or any other persons they see fit to gather information related to my suitability for appointment to the position.			Yes ❒ No ❒

Privacy Statement

The information that you supply on this application form is solely to assess your suitability for employment with Rimu Full Primary School. This information will be held securely at Rimu Full Primary School's rules of access. Information on unsuccessful candidates will be destroyed within three (3) days of the appointment being accepted. If appointed, you have the right to view your personal information held by Rimu Full Primary School, and may request correction if necessary.

Signature: _____ Date: _____

Note: ***If completing this electronically a hard copy (signed) must be provided.***

Please fully complete these forms personally. Read through them first then answer all questions and make sure you sign and date where indicated. There is some repetition of some of the information required depending on its purpose.

Please include a Covering Letter and Curriculum Vitae to support your application by **4pm, Monday 30th November 2026.**

Copies only of qualification certificates should be attached. If successfully short-listed you will need to provide proof of identification and if successfully appointed you will be required to provide originals as proof of qualifications.

Please email, deliver or post your Application, Curriculum Vitae and Covering Letter to:
principal@rimu.school.nz

Esther Hamilton
Rimu Full Primary School
442 Rimu Road
RD1
Invercargill

