WAIPA CHRISTIAN SCHOOL
To know, love and serve Jesus Christ

P 07 871 4520
93 Chapel Drive, Te Awamutu 3800
E office@waipachristian.school.nz
www.waipachristian.school.nz

Dear Applicant,

Application Pack: .2FTTE Fixed-term Part-time teacher (1-day per week)

Thank you for your expression of interest in the advertised teacher position. The position will commence on **28th January 2027**.

Please find enclosed the following:

- Staff application form and attached tagged position application form.
- Statement of Doctrines and Practices
- Referee reports: Please share this google form link with two referees.

https://forms.gle/MLjKGXNYbHswe5Sw7

Please ensure that your application pack (including: CV, 30-second video clip & application form) is received at the email address below before **3pm on Friday, 4th December 2026**.

principal@waipachristian.school.nz

If you have any questions regarding this position or the application process, please contact the Principal on 07 871 4520.

Kind Regards,

Jaco Labuschagne
Principal

Application for Appointment

IMPORTANT NOTES FOR APPLICANTS

Thank you for applying for a position with our school.

1. **"Tagged" Position:** In accordance with Section 65 of the Private Schools Conditional Integration Act 1975, and the School's Integration Agreement, the requirements for this position include "a willingness and ability to take part in religious instruction appropriate to the Special Character of the School" and "a willingness and ability to uphold the Special Character" and that "the appointee will be required to accept and recognise the responsibility to maintain and preserve the special character of the school" (as indicated in the advertisement for this position).
   Please complete, together with this application, the separate form; "Application for Appointment to a Tagged Position – Proprietor's Special Character Form."

2. Please fully complete this form personally. Read it through first then answer all questions and make sure you sign and date where indicated on the last page.

3. Attach a curriculum vitae (CV) and cover letter containing any additional information.

4. Copies only of qualification certificates should be attached. If successful in your application you will be required to provide originals as proof of qualifications.

5. If you are selected for an interview you may bring whanau/support people at your own expense. Please advise if this is your intention.

6. Failure to complete this application and 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.

7. Short listed applicants will be asked to give consent to a police vet. It is a requirement in the Education Sector for all employees to be vetted. Teacher Registration is a requirement for all teaching positions (application for teacher registration includes police vetting)

8. In terms of a Criminal Conviction, the Criminal Records (Clean Slate) Act 2004 provides certain convictions do not have to be disclosed providing:

- You have not committed any offence within 7 (consecutive) years of being sentenced for the offence **and**
- You did not serve a custodial sentence at any time (this would exclude serious offences such as murder, manslaughter, rape and causing serious bodily harm) **and**
- The offence was not a specified offence (specified offences are in the main sexual in nature) **and**
- You have paid any fine or costs

Custodial sentences include a sentence of preventive detention and corrective training. Non-custodial sentences include fines, reparation orders, community-based sentences and suspended sentences. Please note that you are not obliged to disclose convictions if you are an eligible individual but can do so if you wish. If you are uncertain as to whether you are eligible, contact the Ministry of Justice.

9. This application form and supporting documents will be held by the school. You may access it in accordance with the provisions of the Privacy Act 1993.

If you have any queries, please contact the person cited in the advertisement.

APPLICATION FOR APPOINTMENT

Position applied for	School
.2FTTE Fixed-term Part-time teacher (1-day per week)	*Waipa Christian School*

Tick One

Mr ☐ Mrs ☐ Ms ☐ Miss ☐

Surname/Family Name	First Names (in full)

Full Postal Address

Contact Telephone Number	
Private:	Business:

Contact Email

Please tick the appropriate boxes:

Are you a New Zealand citizen?	Yes ☐	No ☐
If not, do you have resident status, or	Yes ☐	No ☐
A current work permit?	Yes ☐	No ☐
Do you hold New Zealand Teacher Registration	Yes ☐	No ☐
If "Yes" Registration Number: Category: Expiry date:		

Have you ever had a criminal conviction? *(convictions that fall under the clean slate scheme do not have to be disclosed)*	Yes ☐	No ☐
If "Yes" please detail:		
Have you ever received a police diversion for an offence?	Yes ☐	No ☐
If "Yes"' please detail:		
Have you been convicted of a driving offence which resulted in temporary or permanent loss of licence, or imprisonment?	Yes ☐	No ☐
If "Yes"' please detail:		

Are you awaiting sentencing/currently have charges pending? If "Yes"' please state the nature of the conviction/cases pending:	Yes ☐	No ☐
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 driver's licence?	Yes ☐	No ☐

Privacy Act Authorisation

☐ I _____ do hereby authorise the Board's appointment sub-committee to undertake the process of seeking more information from the writers of any reference or from a nominated referee or any person to seek elaboration of any aspect of written information that is presented to the Board as part of the application for this position.
The Board is also authorised to advise unsuccessful applicants of my name should I be the successful applicant.

Signed: _____ Date: __

I certify that the information I have supplied in this application is true and correct. I understand that if I have supplied incorrect or misleading information, or have omitted any important information, I may be disqualified from appointment, or if appointed, may be liable to be dismissed.

Signature: _____ Date: _____

Please send this form together with all other application documentation to reach the email below by 3pm, Friday, 4 December 2026.

Send to:	Email: principal@waipachristian.school.nz (please enter" Confidential – **.2FTTE Fixed-term Part-time teacher (1-day per week)** in the subject line)

Checklist:

- ☐ Application Form completed
- ☐ Application for Appointment to a Tagged Position – Proprietors Special Character Form (attached with this form) completed and enclosed with this form
- ☐ CV and cover letter enclosed with this form
- ☐ Signed Statement of Doctrines and Practices

Church denomination you affiliate yourself with:

If "Yes" please provide details of:

Church currently attended:

Date from – to:

Minister's/Pastor's name:

Christian Experience and Beliefs:

How long have you been a Christian?

Please briefly state your beliefs on the following:

Who is Jesus Christ?:

How one becomes a Christian:

The Bible:

Prayer:

Spiritual Gifts:

Eternal Life and Security:

Statement of Special Character

As agreed by the Proprietors at Integration 2007

Because God is:

1. The creator of the heaven and earth,
2. of all things visible and invisible,
3. sustaining and ruling over creation,
4. including man; and
5. is the source of all wisdom and knowledge;
6. God the Father, Jesus his son, and the Holy Spirit;
7. relevant to every area of study and every area of the school

The school reflects this by:

- Using the Bible as the basis for exploring God's world
- Teaching Christian values and behaviour through the process of acknowledgement of sin, repentance and acceptance of Jesus' gift of grace
- Using prayer as a tool and learning, inviting the Holy Spirit into every learning situation

- Encouraging each child to give of the best because God creates and equips each person in their unique roles and in His service, and acknowledging achievements in accordance to the child's efforts
- Implementing the curriculum through the perspective of Christian beliefs and values as exemplified in the Bible
- Acting as a continuum and extension of the teaching provided in Christian homes
- Endeavouring to develop an environment where children, parents, and teachers can experience godly relationships, grow in the character of Christ in love, discipline, respect, honour, and trust, and witness an exemplary demonstration of Biblical truths in the lives of others

STATEMENT OF DOCTRINES AND PRACTICES

- There is one God eternally existent in three persons: Father, Son and Holy Spirit, being the same nature, equal in power and glory, and worthy of equal honour, obedience and worship.

- God became flesh in the person of Jesus Christ, was conceived by the working of the Holy Spirit, born of a virgin, crucified, died, doctrine and was buried, resurrected from the dead and ascended to Heaven.

- The Bible, both the Old and New Testament, as originally given, is the inspired Word of God as the supreme guide in all matters of life and faith.

- God's acts of deliberate creation are responsible for the origin of all living things and creation as we currently know it.

- Through personal faith and commitment to the Lord Jesus Christ, forgiveness, acceptance, and restored union with God are freely available to all. We receive God's goodness and salvation by faith in His Son, Jesus Christ.

- It is essential for the Holy Spirit to work within people's lives to align, instruct and develop the character of Christ within them.

- In the beginning God created male and female. Marriage is an institution created by God in which one man and one woman enter an exclusive relationship intended for life, and that marriage is the only form of partnership approved by God for sexual relations.

I agree to abide by and promote the above statement of doctrines and practices.

Signed: _____ Date: _____

Referee section

- Please share the following google form link with 2 referees.

  https://forms.gle/EjfV44qFgYuw67rA7

  Please ask your referees to complete the google form prior to the closing date for applications.

Please list your referee details here:

Referee 1	**Referee 2**
Name: **Email address:**	**Name:** **Email address:**