



TAURANGA Primary School

APPLICATION &
INFORMATION PACK

Scale A Teacher

Maternity Leave Provisions

Terms 3 and 4 2025

Dear Applicant,

Thank you for expressing an interest in joining the Tauranga Primary School teaching team in a **fixed term Scale A position for terms 3 and 4 2025** (maternity leave)

Our school vision is:

Together, we are learning to go places | Akongia tatou, ngā haere ki wāhi kē

This vision statement reflects our desire to work collaboratively to engage, challenge and support our students to grow their capabilities and dispositions as learners, so that they can thrive in learning and life.

Staff at Tauranga Primary School work in collaborative teams, in a mixture of traditional classroom settings and flexible learning environments. Our three guiding kaupapa are Whakawhanaungatanga, Hauora, and Ako; we want all children and staff at school to be part of a caring community, happy and learning

We strive to be flexible and responsive to the needs of our learners. Staff are well supported, with access to quality professional learning and development to support them with our teaching and learning approach. Our team cares for each other, we appreciate the skills and dispositions that we each bring to our school, and definitely appreciate a sense of humour and fun.

The position advertised is for a **Fixed Term (Terms 3 and 4 2025) Scale A teacher**. The position is in a **composite Year 3 & 4 classroom**. Our school has a strong focus on Structured Literacy, utilising the iDEAL platform, this year our professional learning is focussed on writing instruction (with the Learning Matters team) In addition, we are using Maths No Problem for the first time this year. Therefore skills in these areas are an advantage.

Our school website is an excellent reference to gain additional information about our school. We encourage you to refer to this to learn more about our school and learning programmes.

We wish you well with your application and look forward to hearing about the knowledge, skills and dispositions that you can offer to enhance Tauranga Primary School.

Kind regards,

Nga mihi nui

Fiona Hawes

Principal | Tumuaki

GAZETTE ADVERTISEMENT:

Scale A Fixed Term teacher, Terms 3 & 4 2025 (maternity leave provisions) Middle Team - Year 3 & 4 class

We are searching for a highly motivated and enthusiastic teacher who has a warm and caring nature to join our team. We implement Structured Literacy (iDeaL) school wide, and a strength in this is an advantage. We seek someone prepared to share their skills and strengths to grow our collaborative Professional Learning Community. In return, we offer a dynamic and forward-thinking learning environment, that values whakawhanaungatanga, hauora initiatives and high quality professional learning.

- It is very important that we employ staff who will embrace working in a collaborative culture where we all have **collective responsibility for all** learners in our school.
- **We work as a team** and learn from the practice of our colleagues. It is essential that you work well with others, are a learner with a growth mindset, and have a good sense of humour.
- We are looking for teachers who are interested in working in **Flexible Learning Environments** – our middle and senior school teams all operate in learning hubs of 2 or 3 teachers.
- **Learning to Learn** is the key principle in our TPS Curriculum. Developing both the knowledge, skills and dispositions as a learner are embodied in all that we do.
- Our school has embedded **Structured Literacy pedagogy across all year levels (IDEAL approach)**. Strengths in this area would be an advantage.
- **Mindfulness** is an embedded school wide practice (expectation for all)
- **Zones of Regulation** is implemented school wide is a valued well being initiative
- All permanent staff are expected to complete the He Tikanga course via Te Wānanga Aotearoa, within two years of commencing employment with TPS. The **normalisation of te reo Māori** is a long term ongoing goal for our entire staff,
- To learn more about our school please look on the school website www.tauranga.school.nz

TIMELINE FOR APPOINTMENT:

Position advertised online:	Thursday 10 th April
Applications for position close:	Tuesday 29 th April, 12pm
Shortlist of applicants:	Tuesday 29 th April
Interviews:	Between Friday 2 nd May – Tuesday 6 th May
School visits:	Negotiated with applicants (if necessary)
Position Commences	Term 3 2025

Application check list:

- Application form completed and signed (form below)
- Letter of introduction, outlining suitability for this position.
- Curriculum Vitae

NB: Evidence of qualifications and 2 forms of ID will be required at interview.

TEACHING POSITION APPLICATION FORM

Please post or email to:

Application
 Tauranga Primary School
 31 Fifth Avenue
 Tauranga 3110
vacancy@tauranga.school.nz

Position applied for: Fixed Term (Terms 3 & 4 2025) – maternity leave provisions

PERSONAL DETAILS

Surname			
Given names			
Preferred name			
Address			
Date of birth			
Contact details	HOME		WORK
	MOBILE		EMAIL

Certificated Teacher Status	<input checked="" type="checkbox"/>	Registration No.	Expiry date
Certificated teacher	<input type="checkbox"/>		
Provisionally certificated	<input type="checkbox"/>		
Not certificated	<input type="checkbox"/>		

Present Teaching Position	
School	
Date appointed	
Type of appointment	

Can we contact your principal about this position? YES NO

Educational Qualifications	Type of qualification	Date received	Received from

Details of Training and Service

Please include details of your work history for the last 5 years.

SCHOOL	POSITION	DATES	CLASS LEVEL

Please indicate any breaks in service and give reasons, e.g. overseas travel:

DATES	REASON FOR BREAK

Total certificated service

- A** | In permanent positions years months
- B** | In relieving positions years months

Professional Development

Please provide a summary of recent professional learning and development.

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CONFIRMATION

1	I certify that the information given in this application is, to the best of my knowledge, true and correct. I understand that the claims made in my application may be checked.	YES	NO
	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 dismissed.		

2	I am currently registered to teach in New Zealand.	YES	NO
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3	In accordance with the Privacy Act, I authorise the board of trustees to:	YES	NO
	<ul style="list-style-type: none">Obtain further information from the referees listed in this application, and I consent to the referees disclosing such information to the boardObtain information in relation to my application from persons not listed as referees, and I consent to these persons disclosing pertinent information to the board.Contact the Education Council.		

STUDENT SAFETY

Cross out the statement that does NOT apply to you

4	<ul style="list-style-type: none">I have never been the subject of a complaint about the safety of a student.I have been the subject of a complaint about the safety of a student. <i>Please give dates and details:</i>
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OFFENCES AGAINST THE LAW

Cross out the statements that do NOT apply to you

5	<ul style="list-style-type: none">I have never been convicted of an offence against the law (excluding minor traffic convictions).I have no pending charges of an offence against the law.I have been convicted of an offence against the law. <i>Please give dates and details:</i>I have pending charges of an offence against the law. <i>Please give dates and details:</i>
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6	I know of no reason why I would not be suitable to work with children or young people.	TRUE	FALSE
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.....
Applicant's signature

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Date

REFEREES

Please provide the names and contact details of three referees below. Referees' reports are confidential to the board. Referees will only be contacted for candidates who are short-listed.

REFEREE'S DETAILS				
Full name				
Position				
Relationship to the applicant				
Contact details	PRIVATE		WORK	
	MOBILE		EMAIL	

REFEREE'S DETAILS				
Full name				
Position				
Relationship to the applicant				
Contact details	PRIVATE		WORK	
	MOBILE		EMAIL	

REFEREE'S DETAILS				
Full name				
Position				
Relationship to the applicant				
Contact details	PRIVATE		WORK	
	MOBILE		EMAIL	

Professional Learning Community

Staff of Tauranga Primary School work together to enhance both academic and social outcomes for our learners by supporting and encouraging each other, on a professional level.

KOTAHITANGA

Kotahitanga incorporates the principle of mahi ngātahi, working together towards the achievement of a common goal. Listening, talking and being open to compromise are at the forefront of kotahitanga, which does not equate to unanimous agreement, but allows all members to have their say and to have their views respected. Once a decision has been reached, we agree to move forward together toward our common goals.

TEAM PLAYER:

We work collaboratively; trusting in others to fulfil their professional responsibilities.

SELF-MANAGER:

We take responsibility for our own emotional, physical, and professional well-being and development.

THINKER:

We are open to new ideas and suggestions. We are committed to reflective practice and to giving new things a go.

COMMUNICATOR:

In our TPS conversations we show respect for others by sharing our honest opinion, listening actively, respecting diversity and approaching conversations with an open and positive mindset.

CONTRIBUTOR:

We are generous with our expertise, knowledge, time and resources.