

Leeston School

Scale A position (2)

Application Pack

Thank you for your interest in the following Scale A positions at Leeston School. There are two positions being advertised. Please indicate in your appication which position you are applying for if you have preference.

- Fixed Term Full time Scale A (Senior school – year 5 and 6 - 28/1/27 to 16/12/27)
- Fixed Term Full time Scale A (Junior school – year 1 and 2 – 28/1/27 to 16/12/27)

We are looking for someone who has a passion for teaching and learning, an in depth knowledge of the New Zealand Curriculum, and who is highly motivated to inspire and engage children in their learning.

The successful applicant will have excellent communication skills and a willingness to embrace the collaborative opportunities an innovative learning environment offers. Experience in structured literacy practices and familiarity with positive behaviour for learning principles would be an advantage.

Leeston School is a wonderful place to be – a place where we care for ourselves, care for each other, and care for our environment. We currently have 327 fabulous tamariki. Our Board are committed to making a difference to children and their learning. We have a very supportive community, and our staff enjoy having fun and work well together to ensure the very best for all our learners.

Our vision is for our Learners to be **LEGENDS** in the making. We envision that by the time they leave us in Year 6, they have skills in **L**eadership, are **E**ngaged in their learning, are able to **G**ather information from multiple sources, show **E**xcellence in their area of passion, are able to **N**egotiate and show **D**etermination and **S**uccess in whatever they choose to do.

Please find attached the following information to assist you with your application.

- Job Description Overview
- Application Form

If you require any further information, or if you would like to arrange a visit, please do not hesitate to contact me on (03) 3243493.

Proposed timeline for appointment:

Position advertised in Gazette	23 September 2026
Applications close	7 October 2026: 4.00 pm
Interviews conducted	Week commencing 12 October
Positions begin	Term 1: 2027

Please include with your application a covering letter detailing suitability for the position in relation to the job description overview, your curriculum vitae, and the completed application form. Applications are to be sent to principal@leeston.school.nz

Leeston School: Job Description Overview

Position:	Scale A Teacher
Terms of Employment:	Collective Contract
Responsible to:	Principal and Board of Trustees

Key Responsibilities	**Specifications**
Professional Knowledge	1.1 Is knowledgeable of developments in curriculum, assessment & learning theory 1.2 Demonstrates knowledge of Te Tiriti o Waitangi partnership in the learning environment 1.3 Is committed to ongoing Professional Learning
Teaching Pedagogy	2.1 Demonstrates well set out planning that is consistent with sound teaching practice. 2.2 Demonstrates flexibility and responsiveness to collaborative teaching practices and team planning requirements. 2.3 Is digitally fluent and confident in integrating digital technologies within the team programme 2.4 Participates and engages in an annual cycle of professional growth and meets the Standards or Paerewa. 2.5 Is a reflective practitioner who is committed to improving learning outcomes for all students. 2.6 Teaching strategies are consistent with the school's beliefs and values.
Student Engagement	3.1 Establishes high expectations that value and promote learning, detailed feedback, and a warm and welcoming environment. 3.2 Promotes student well-being 3.3 Recognises and supports diversity amongst individuals and groups. 3.4 Engages students in learning.

Classroom Management	4.1 Has an understanding of restorative practices and uses this approach when dealing with conflict. 4.2 Has an understanding of positive behaviour for learning and is committed to being an active participant in its implementation (Leeston is currently in its fourth year as a PB4L school). 4.3 Has good relationships with all students respecting their individual needs and backgrounds. 4.4 Provides a safe emotional and physical classroom environment. 4.5 Provides and maintains a purposeful welcoming environment for students and whānau.
Communication	5.1 Communicates openly, effectively and professionally with colleagues. 5.2 Provides a variety of appropriate and positive feedback to students. 5.3 Communicates with families, whānau and caregivers in a respectful and professional way.
Support for and co-operation with colleagues	6.1 Establishes and maintains effective working relationships with colleagues.
Contribution to wider school activities	7.1 Is loyal to the schools charter values, code of conduct and Teaching Council Code and Standards. 7.2 Enjoys contributing to a fun and dynamic staff.

LEESTON SCHOOL

APPLICATION FOR APPOINTMENT

Position applied for

Personal Information: Please provide some form of photo identification with this application.

Surname:

First name/s:

Address:

Preferred form of address – optional (circle or highlight)

Mr Mrs Ms Miss **Dr**

Telephone: **Mobile:**

Email

D.O.B.

Are you legally entitled to work in New Zealand?

Yes **No**

(Circle or highlight your response)

NOTE: If appropriate, please attach evidence of eligibility to work in New Zealand.

Teacher Registration: Please provide a copy of your Practising Certificate with this application.

Teacher Registration Number: | **Expiry date:**

Teaching Qualifications

	Institution	Year Awarded
Trained Teacher's Certificate		
Diploma of Teaching		
Degree Qualifications		
Other Academic Qualifications		

Current Employment

Position Held:	
Year Appointed:	
School:	
School (U) Grade:	
Location:	

For the purposes of compliance with the Privacy Act 1993, do you consent to the school contacting your present employer for the purposes of reference checking?	**Yes**	**No**
	Highlight or circle one	

Previous Teaching Experience (Continue on separate sheet if required)

Position & Class level	From	To	School	Reason for Leaving

Other Work Experience (Continue on separate sheet if required)

Position Held:	From	To	Employer	Relevance to this position

DECLARATIONS

Health

Have you had any injury or medical condition caused by gradual process, disease or infection that will or may be aggravated by the tasks of this position? If, **YES,** please provide details:	**Yes**	**No**
	Highlight or circle one	

Student Safety

Have you been the subject to any concerns related to student safety? If, **YES,** please provide details:	**Yes**	**No**
	Highlight or circle one	

Convictions against the Law

Have you ever been convicted of any criminal offence (other than a minor traffic offence)? If, **YES,** please provide details and note that you may be asked to provide a copy of the relevant court records.	**Yes**	**No**
	Highlight or circle one	
Are you currently awaiting the hearing of any charges? If, **YES,** please provide details	**Yes**	**No**
	Highlight or circle one	

Please Note:
The Board reserves the right to contact authorities to verify any claim made.

Other Relevant Information

If there is any other relevant information that would assist the Board in making its decision about your suitability or otherwise to fill the vacancy please outline this below:

Referees

Please provide names, addresses and contact number of three (3) referees, one of whom is a current or previous employing board member (for principal applicants) or Principal (for teacher applicants) who can attest to your professional skills.

	1st	2nd	3rd
Name			
Position			
Address			
Telephone Numbers	Mobile Home Work	Mobile Home Work	Mobile Home Work
Email	**Referee's Email address**	**Referee's Email address**	**Referee's Email address**
Capacity in which you have known this referee.			

I consent to the Leeston School Board or their representatives seeking verbal or written information on a confidential basis about me from representatives of my previous employers, referees and any other persons, as necessary, for the purpose of ascertaining my suitability for the position for which I am applying.

I understand that the information received by the school is supplied in confidence as evaluative material and will not be disclosed to me.

Signature: ……

Date: …….

Declaration

I …….. (full name) declare that to the best of my knowledge the information provided in this application and in my curriculum vitae enclosed, is accurate and I understand that if any false or misleading information is given, or any material fact suppressed, I will not be employed, or if I am employed, my employment may be terminated. I also understand that any false information given in relation to my medical history with regards to gradual process, disease or infection, can result in my loss of entitlement for any compensation from ACC.

_____ _____

Applicant's Signature Date

Privacy Statement from Leeston School Board to Applicants

The information that has been provided or will be provided to the Board in regard to this application will only be used for the purpose of determining the applicant's suitability to fill the vacancy. Only the Board and their representatives will have access to the information. The curriculum vitae of the successful applicant will be kept on file along with their application. All referee reports along with other information gathered on applicants during the process will be destroyed.

APPLICATION CHECKLIST

Checklist:

Please include with this application form:

- **Your Cover letter** ☐
- **Your CV** ☐

Position to commence no later than beginning of Term 1 2027

Please submit your application online to:

Email: **principal@leeston.school.nz**
Subject line: **Scale A Teacher Job Application**