



KIHIKIHI SCHOOL

**Whitmore Street,
Kihikihi**

Phone: 07 871 6152

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E-mail: office@kihikihi.school.nz

Web: www.kihikihi.school.nz

Please ensure you read the information below and complete all the sections of the form.

Applicant Details and Disclosure Information

1. Please fully complete this form personally. Read it through then answer all the questions and sign and date on the last page.
2. If this is a new position, attach a curriculum vitae (CV) containing any additional information. If you include written references, note that these references are all likely to be contacted.
3. Copies only of qualification certificates should be attached. If successful in your application you will be required to provide originals as proof of qualifications.
4. If you are selected for interview, you may bring whānau support people at your cost. Please advise us if you intend to do so.
5. Failure to complete this application and answer all questions truthfully may result in any offer of employment being withdrawn or the appointment being terminated, if any information is later found to be false.
6. All applicants will be asked to consent to a Police Vet. It is a requirement for all employees in the education sector to be vetted.
7. In terms of a Criminal Conviction, the Criminal Records (Clean Slate) Act 2004 indicates 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 fines 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 or not you are eligible contact the Ministry of Justice.

8. Under the *Vulnerable Children Act 2014*, *core workers* in schools will not be covered by the Clean Slate.

All serious sexual or violent offenses against children will be included in their police vetting results. The Act will make it unlawful to employ people with convictions for these offenses, unless they have an exemption.

The school will hold this application form and supporting documents. 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.

Contact details

Residential street address	
Residential city/town, postcode	
Email	
Telephone (home/work/mobile)	Home: _____ Work: _____ Mobile: _____

Postal address details (if different from above)

Postal address	
Postal city/town	
Postal postcode	

Personal Information

Tick One	Mr	Mrs	Ms	Miss
Name (surname, first name)				
Other names known by				
D.O.B				
Please list any names you have used previously				

Employment details

Name of current employer	
Job title	
Current Principal/Manager	
Workplace address	
Workplace telephone	

Registration details (If applicable)

This section is for employees holding teacher qualifications.

Name of professional body or regulating authority (if applicable)		
Do you have a current practising certificate?	Yes <input type="checkbox"/> / No <input type="checkbox"/> / NA <input type="checkbox"/>	Expiry Date
Registration number		
Are you currently subject to any enquiries, suspensions, or restrictions relating to your registration? If so, please provide details.		

Proof Of Identity and right to work

Shortlisted applicants being interviewed will need to provide originals of two types of identification (one a photo ID e.g. a passport or NZ Driver's licence and another ID, e.g. bank statement, birth certificate or bill.

	Yes, No, NA
Are you a New Zealand Citizen?	
If not do you have a resident status?	
Do you hold a current work permit.	

Criminal history

Do you have any criminal convictions that you are not entitled to conceal under the Criminal Records (Clean Slate) Act 2004, or charges pending?	Yes <input type="checkbox"/> / No <input type="checkbox"/> (Please Tick one) If you have ticked Yes , please specify:
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Applicant Declaration

I declare that the information that is entered on this form is true and correct to the best of my knowledge.

I give consent to my employer providing information to the Police Vetting Agency to confirm the safety checks that have been completed on me and that I am suitable to work as part of the team at Kihikihi School, assisting with the learning of tamariki.

Signed

Date

Name.....