

Wollondilly
Anglican College



INFORMATION FOR APPLICANTS



ABOUT THE COLLEGE

GENERAL BACKGROUND

Wollondilly is a co-educational Christian College operated under the auspices of the Sydney Anglican Schools Corporation and governed by a College Council. In 2004, 136 students were enrolled on day 1 from Years K-7. The College rapidly began to enjoy a reputation in the local community as a preferred institution of excellence in Learning, Care and Culture. Growth currently continues to exceed expectations. In 2024, the College has a student population of approximately 1300 students from Pre-Kindergarten to Year 12. It has consistently been one of the fastest-growing independent schools in New South Wales.





EDUCATIONAL PHILOSOPHY

Wollondilly Anglican College is founded on a Christian philosophy of education and is strongly supported by local congregations. Staff, likewise, have a commitment to actively supporting local churches.

The College is renowned as a Christ-centered, disciplined learning environment where meeting the academic, spiritual, social, creative, physical and pastoral needs of students, staff and the College community is both a central feature and continuing priority. It will remain as accessible, Anglican, T-12, co-educational and comprehensive.

A strong focus on pastoral care at the College serves to build, reflect and support a sense of family. Discipline problems are minimised by a proactive focus on developing a sense of self-worth and respect for others, enabling each student to proactively engage life and the workforce with confidence, rather than respond defensively to situations and events.

The learning environment emphasises the technological and research skills necessary for information gathering and promoting a love of learning. Curriculum determination, assessment and reporting policies are reflective of the abilities of the students, the expectations of the College community, the parameters determined by the NESA and consideration of the balance between predetermined funding constraints with the provision and continuance of diverse alternatives. Whilst pursuit of excellence is determined for each student according to his or her own God given gifts, the College also has a strong focus on academic results. Students have achieved National and International recognition in Academic disciplines, the Creative and Performing Arts and Sport.

Parental and staff involvement in fundraising and working bees is encouraged by an active P&F. A regular system of open communication has been established, including a student diary, weekly newsletter and parent information evenings. The College is an integral part of the local community through the initiation and nurture of strong links with the media, business leaders, political representatives, local and regional Anglican churches, churches of other denominations and community organisations.



COLLEGE STRUCTURE



COLLEGE HEADMASTER - Mr Trevor Norman

The College Headmaster is supported by the **Deputy Headmaster Mr Paul Burns** in the leadership and management of Teaching and Learning, Care & Culture, Professional Development and Administration.



TEACHING & LEARNING - Mrs Kelly Evans & Ms Jacqui Huxtable

The Secondary Director of Teaching and Learning - Mrs Kelly Evans and the Primary Director of Teaching and Learning - Ms Jacqui Huxtable are supported by Faculty Leaders of Learning and specialist Teaching and Learning staff in an endeavour to deliver high-quality education.



CARE & CULTURE - Mr Liam Toland

The Director of Care & Culture T-12 has an overview of Student Leadership, Discipline, Merit Schemes, Camping and associated programs. The Director is ably assisted by Stage Leaders of Care & Culture and Year Patrons.



COLLEGE BUSINESS MANAGER - Mr Geoff Adams

The College Business Manager is supported by the Office Staff and Property Team in the running of finances, administration and operations of the College.



LOCATION & BUILDINGS



The College consists of spacious permanent buildings set in natural bushland on the western side of Remembrance Drive between Tahmoor and Bargo. Rooms are purpose-built and air-conditioned. There are no portable/temporary classrooms.

There are currently seven Libraries in addition to designated faculty buildings. A separate semi-university style Senior Precinct caters for the Collegiate Years (11 and 12).

APPLICATIONS

Child Protection Legislation requires the successful applicant to provide a Working With Children Check number and consent to a Working with Children Check process.

Applications should be submitted with:

- A completed “Application for Employment”.
- A copy of your Curriculum Vitae (CV)
- Contact details for three supporting referees (eg character, Church, Professional)

Applications should be addressed to:

The Headmaster
Wollondilly Anglican College Locked Bag 1011
TAHMOOR NSW 2573

Or by email to employment@wac.nsw.edu.au (most important - please scan and email documents as one PDF)

Please click [here](#) to view the current privacy policy:







APPLICATION FOR EMPLOYMENT AS A TEACHER

Independent Schools NSW/ACT Standards Model
(Teachers)
Multi-Enterprise Agreement 2017

SCHOOL AND POSITION

Position of:

Name of School:

Primary

Secondary

Permanent

Temporary

Full-time

Part-time

Casual

PERSONAL DETAILS

Surname:

Given name/s:

Title:

Date of birth:

Sex:

Former names (if applicable):

Permanent address:

Postcode:

Address for correspondence:
(if different from above)

Postcode:

Telephone numbers:

Private:

Work:

Mobile:

Email:

Country of Citizenship:

Australian Resident:

YES

NO

If NO, please attach a copy of Working VISA

Church currently attending:

How long:

WWC Clearance Number:

WWC Expiry Date:

WWC Verification Date:

Office Use Only

EDUCATION**SECONDARY EDUCATION**

Highest Award	School Attended	Year of Award

TERTIARY EDUCATION (including current incomplete courses):

Name and Location of Institution	Years of Attendance	Award Conferred	Date Conferred

TEACHING QUALIFICATION - I am qualified to teach:

Infants Primary

Secondary – Teaching Subjects:

SIGNIFICANT, RECENT & RELEVANT PROFESSIONAL DEVELOPMENT (in general, within the last 5 years):

Name and Location of Institution	Years of Attendance	Award Conferred (if applicable)	Date Conferred

EMPLOYMENT HISTORY**PRESENT EMPLOYMENT:**

Name of Employer:

Address of Employer:

Postcode:

Name of Manager:

Commencement Date:

Current Position:

Other Position(s) Held with Present Employer:

Current Salary:

PAST EMPLOYMENT: (in reverse order from most recent employer)

From	To	Name and Address of Employment	Full-Time/Part-Time/Casual	Years Completed*

* Where part-time teaching is listed, please note your FTE load.

* Part-time and casual teaching will only be included in calculation of service where appropriate evidence is supplied.

**Teacher Classification
as at 31 December 2010 (eg ST1, Step 6):****Independent Schools Teacher Accreditation
Authority (ISTAA) status (as applicable):****Year in which ISTAA status conferred
(as applicable):**

TEACHER ACCREDITATION

All teachers are required to be accredited to work in a NSW school or centre-based early childhood service. The accrediting authority for the Anglican Schools Corporation is the NSW Education Standards Authority (NESA). This includes current teacher education students, graduates and interstate or overseas teachers.

Further information is available from the website: www.educationstandards.nsw.edu.au

Are you accredited with NESA?

Yes

No

If yes, please provide your accreditation number:

If yes, please provide your accreditation level:

If yes, please identify the Teacher Accreditation Authority:

If you cannot provide an accreditation number please indicate the reason below:

I was qualified and teaching (NSW Board of Studies subjects) in NSW,
at some time during the five years before 1 October 2004

My application is now with NESA

EMPLOYMENT SCREENING

Teaching positions are child-related employment. Child protection legislation requires preferred applicants to be subject to employment screening.

Have you ever had your registration, licensing, or classification
as a teacher or any other entitlement to teach cancelled
or suspended or withdrawn in Australia or any other country?

Yes

No

Have you ever been refused registration, accreditation, licensing,
or classification as a teacher in Australia or any other country?

Yes

No

Have you ever been dismissed or asked to resign as a teacher
in Australia or any other country?

Yes

No

Have you ever (or are you currently) the subject of disciplinary
proceedings (or any action that might lead to such proceedings)
in relation to your employment in Australia or any other country?

Yes

No

Have you ever been convicted of an offence carrying a penalty
of imprisonment?

Yes

No

If you have answered Yes to any of the above questions, please attach details.

DECLARATION

Do you have any illness/injury/health problem that may render you unable to carry out the inherent requirements of the position? Yes No

If you have answered Yes to the above question, please attach details.

I certify that the information provided by me in this application form is complete and correct in every detail, and I understand that deliberate inaccuracies or omissions may result in non-acceptance of this application and/or the termination of any employment that may be offered.

APPLICANT'S SIGNATURE

DATE

8. ATTACHMENTS

Listed below are documents relevant to your application. Please submit copies that have been verified as true copies of the original by either a Justice of the Peace or a Solicitor.

Please note that copies are required of all applicable documents. Please tick where attached.

- 1. '100 point' proof of identity (e.g. passport, birth certificate & licence/Medicare card)
- 2. Proof of citizenship / Australian residency (e.g. birth certificate, passport, visa)
- 3. University or College final transcript of academic results indicating eligibility for Award
- 4. Teaching Qualification
- 5. Other Degrees, Diplomas or Certificates including First-Aid Certificate (if applicable)
- 6. Statement(s) of service showing:
 - a) commencement dates
 - b) termination dates
 - c) whether service was full-time or part-time or casual
 - d) for part-time or casual service, details of hours/days worked
- 7. Evidence of teacher classification as at 31 December 2010
- 8. Evidence of ISTAA accreditation
- 9. Working with Children Check Clearance number
- 10. Details of any relevant employment screening matter
- 11. Details of any relevant illness/injury
- 12. Copy of Working VISA if applicable
- 13. Copy of COVID-19 Digital Certificate

Please return my documents, as appropriate, if my application is unsuccessful

How did you hear about this role?



Anglican Schools Corporation Employment Application Collection Notice

1. In applying for a position with Anglican Schools Corporation (ASC), whose operations includes schools that are listed on the ASC website (www.tasc.nsw.edu.au), you will be providing ASC with personal information. We can be contacted at Level 3, 4-8 Woodville Street, Hurstville NSW 2220, 02 8567 4000, enquiries@tasc.nsw.edu.au .
2. We collect your personal information directly from you (for example, your name and address or information contained on your resume). We may also collect it from other sources (such as your referees and the results of other background and working with children checks). We collect the information in order to assess your application for employment. We may keep this information on file if your application is unsuccessful in case another position becomes available.
3. The [ASC Privacy Policy](#), accessible on the ASC website, contains details of how you may complain about a breach of the Australian Privacy Principles and how you may seek access to and correction of your personal information which ASC has collected and holds. However, access may be refused in certain circumstances such as where access would have an unreasonable impact on the privacy of others or where ASC is otherwise required or authorised by law to refuse access. Any refusal will be notified in writing with reasons (unless, having regards to the grounds for refusal, it would be unreasonable to provide reasons).
4. We will not disclose this information to a third party without your consent unless otherwise permitted.
5. We are required to collect information under child protection laws. We may also collect personal information about you in accordance with these laws.
6. ASC may use online or 'cloud' service providers to store personal information and to provide services to ASC that involve the use of personal information, such as email services. Some limited personal information may also be provided to these service providers to enable them to authenticate users that access their services. This personal information may reside on a cloud service provider's servers which may be situated outside Australia. Further information about ASC use of on online or 'cloud' service providers is contained in the ASC Privacy Policy.
7. If you provide us with the personal information of others, we encourage you to inform them that you are disclosing that information to ASC and why.

September 2021