



# Teacher Bonding Scheme

## Application and process guidance

**August 2026**

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The Teacher Bonding Scheme (TBS) is a government-funded initiative that supports attraction and retention of participating teachers in Priority Staffing Schools. This document provides Eligibility information for schools interested in applying, as well as guidance on the application process and responsibilities.

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### Eligibility

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To take part in the TBS, the position you are advertising must meet **all** the following eligibility criteria.

- Your school is on the **Priority Staffing Schools list**.
- The position is for a **certificated teacher**. This position must be a teaching position defined as:
  - actively delivering classroom instruction to students; and
  - is classified in Education Payroll with a Designation Code of S12.
- The vacancy commences in **Term 4** or **Term 1** of the year of the specified funding round.
- The employment agreement is for **at least 0.3 FTTE**.
- The employment agreement is for **at least 12 months**.
- This cannot be used for Limited Authority to Teach (LAT), reliever positions or Teaching Principals.

**All teachers, including beginning and overseas teachers, are eligible for TBS placement.**

Teachers are not eligible if they:

- are currently employed at the school with the vacancy.
- have been employed at the school with the vacancy in the past 12-months (on a fixed-term or on a permanent employment agreement).

Exceptions: The 12-month exclusion does not apply where the preferred candidate:

- was previously employed at the same school under a Limited Authority to Teach (LAT) and now meets the qualification and practising certificate requirements above; or
- was previously employed at the same school as a day relief teacher and is now being appointed to a fixed-term or permanent eligible teaching position.

## Verification

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Teacher eligibility is verified using payroll and Teaching Council records:

- Payroll Designation Code: **S12** (indicates an eligible teaching position).
- Payroll Grade Code: Must not indicate unqualified status (for example, **P, S, A**, or **UNQ**).
- Payroll records: Confirm no previous employment with the school within the preceding 12 months (unless under the exemption mentioned above).
- Teaching Council register: Confirms the teacher holds a current practising certificate.

## Applying — School Placement Request Form

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The **School Placement Request Form** is for eligible schools to request a TBS placement.

Complete each section of the **School Placement Request Form**. The following information explains the questions you will be asked.

### School details

Provide your school's name and location, along with your name, position at the school, email and phone number. You will also be asked to confirm that the school has a relevant vacancy, and that you have authority to submit this application on behalf of the school.

### Vacancy details

Provide information about the role you're intending to recruit for, including the role title, expected FTTE, and type of Employment Agreement. You will also be asked to provide information regarding your schools' recruitment activity and rate the difficulty of the following from 1-10.

- Finding qualified candidates that your school considers suitable for vacant roles
- The number of candidates applying for roles
- Ability to offer long-term employment opportunities
- Other – please specify

### Declaration

This section contains the privacy statement about how information you provide in the application is used and declaration statements. Read the declaration statements and accept by clicking the 'I Agree' box.

## Advertising your TBS vacancy

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If you are successful in receiving a TBS placement, you can attach the TBS incentive to your approved vacancy to make the role more attractive to prospective applicants.

The Ministry will provide wording and an image to include in your vacancy advertisement.

In addition, if the vacancy you intend to assign to the TBS placement has already been advertised in the *Education Gazette*, the Ministry will provide an email contact so you can request that the vacancy advertisement be updated to include the TBS incentive.

You will need to provide confirmation of your advertised TBS vacancy **within 30 days** of your successful TBS placement notice. You can do this by providing a link to the live advertisement on your chosen recruitment channel (e.g., Education Gazette).

If this confirmation is not received, your TBS placement may be reallocated to a school on the waitlist.

## Outcome — Recruitment Outcomes Form

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If your school is allocated a placement, the vacancy must be filled and the Ministry notified by **9 April 2027**.

If your school's circumstances change and you no longer need your TBS placement, please notify the Ministry as soon as possible so your placement can be reallocated to a school on the waitlist.

The **Recruitment Outcomes Form** is for schools to advise the Ministry that they have successfully recruited a teacher and provide this teacher's information to be verified and onboarded to the Scheme.

### School details

Provide your school's name and location, along with your name, position at the school, email and phone number. You will also be asked to confirm that you have authority to submit this application on behalf of the school.

### Recruitment

Answer some questions about your vacancy, such as how long it was advertised, and provide a rating of how much the TBS impacted on your ability to recruit for this role.

### Tell us about your new teacher

Provide information about the teacher you hired for your TBS position. This includes their name, contact information, registration number, and teaching history.

### Declaration

This section contains the privacy statement about how information you provide in the application is used and declaration statements. Read the declaration statements and accept by clicking the 'I Agree' box.

## Contact Us

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If you have any questions or need to contact us about your school's TBS placement, you can reach us on [Teacher.Supply@education.govt.nz](mailto:Teacher.Supply@education.govt.nz) or 0800 165 225.



**Te Tāhuhu o  
te Mātauranga**  
Ministry of Education



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