

## PROFESSIONAL LEARNING DAYS RELIEF TEACHER FUNDING

*As per the Area School Teachers' Collective Agreement 2007-2010 Terms of Settlement, specified area schools will receive relief teacher funding for three professional learning days per annum (that is, three teacher relief days per year) for the purpose of enabling permanent and long term relieving teachers to visit other schools for professional learning.*

*Please consult the guidelines for the use of the funded professional learning days, which can be found at [www.minedu.govt.nz/goto/employmentagreements](http://www.minedu.govt.nz/goto/employmentagreements).*

*The daily rate payable for each qualifying day will be \$253.28, the maximum amount payable to a relief teacher employed for a period of less than six weeks. ACC (at 0.0042c) and GST (at 12.5%) will be added. This is the only additional funding that will be provided to the school to assist with all relief teacher costs.*

**Note: All documents must be faxed to 04 463 8159. All Ministry responses will be emailed.**

School Details	
School name: _____	School number: _____
E-mail address for response / payment confirmation: _____	
Number of days relief teacher funding sought: _____	
Details of all planned activities on the professional learning days	
Please outline the school's planned activities for the professional learning days and expected benefits (attach additional pages if required):	

<b>Certification:</b>	
I certify that to the best of my knowledge the information contained in this claim is true and correct in every particular.	
Signed: _____ (Principal or Board Chair)	Date: ____ / ____ / ____

Please fax this completed form together with the documentation listed above to:

**Industrial Relations Unit**  
**FAX: 04-463 8159**