

FIXED-TERM (RELIEVER) TEACHER - PRIMARY
INDIVIDUAL EMPLOYMENT AGREEMENT

BETWEEN the Board of Trustees (“the Board”) of
.....[*name of school*] (“the Employer”), a
statutory body constituted pursuant to section 93 of the Education Act 1989

AND("the Employee")

1. Fixed Term Employment

The Employee is employed as a fixed-term reliever teacher upon, and subject to, the terms and conditions contained in this agreement and shall be employed either –

- (a) (i) short term - a period not exceeding six weeks (refer to section 1.6.13 of the PTCA - see below); or
- (ii) long term - a continuous period beyond 6 weeks; (refer to section 1.6.14 of the PTCA) (*delete (i) or (ii) as necessary*) and
- (b) full time or part-time. (*delete one*) If part-time the pro-rata hours of work per week are [*indicate proportion of full-time hours, e.g 0.2 = one day per week*].

2. Period of Employment

(Essential Note: refer to Section 66 Employment Relations Act and/or Section 2.2.5 of the PTCA (see below) and/or Ministry Circular 2000/23 as these must be complied with in completing this section.)

The Employee is employed for the period from _____ (*insert start date*)
UNTIL [either] (*tick the one appropriate option below and strike out the others*)

A specified date (insert date) _____ because (*state reasons*)

OR

The occurrence of a specified event (such as where the purpose of the position ceases or substantially alters or funding for it is withdrawn) (event details) _____
because (*state reasons*) _____

OR

Conclusion of a specified project (for example entering catalogue of library book collection onto computer database) (*project details*) _____
because (*state reasons*) _____

3. Terms and Conditions of Employment

The terms and conditions of employment under this agreement are –

- (a) Those terms and conditions of the *Primary Teachers' [including Deputy and Assistant Principals' and other unit holders] Collective Agreement 12 December 2007-30 June 2010* (“the PTCA”) that are applicable to fixed-term reliever teachers, modified as necessary to apply within this individual employment agreement; and
- (b) Any other terms and conditions set out in this agreement.

The place of work will normally be

The Employee's salary shall commence under this agreement at \$ _____ per annum (pro-rated accordingly if part time) _____ [and if applicable state number and type of salary units]

4. Copy of the Collective Agreement

A copy of the PTCA 2007-2010 is attached (available on the Ministry website www.minedu.govt.nz/goto/employmentagreements).

5. Independent Advice

The Employee acknowledges that he/she has had reasonable opportunity to seek independent advice on the proposed agreement.

6. Completeness

The terms and conditions set out in this agreement replace any previous arrangements and understandings.

7. Signatories

_____ on _____ [date]

SIGNED by the Employee

_____ on _____ [date]

SIGNED for and on behalf of the Employer by

_____ [print name and position]

School number: _____