

FIXED-TERM (RELIEVER) - PRIMARY TEACHER

INDIVIDUAL EMPLOYMENT AGREEMENT

The effective date of this Individual Employment Agreement is the date it is signed by both parties or the date of promulgation, whichever is the later.

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 three weeks (refer to section 1.6.9 of the Primary Teachers' Collective Agreement 2013-2015); or
- (ii) long term - a continuous period beyond three weeks; (refer to section 1.6.9 of the Primary Teachers' Collective Agreement 2013-2015) (*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 of the Employment Relations Act and/or Section 2.2.5 of the Primary Teachers' Collective Agreement 2013-2015 prior to completing this section.)

The Employee is employed for the period from _____ (*insert start date*)

UNTIL [either] (tick the one appropriate option below, fill in the space 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of a specified event (such as where the purpose of the position ceases or substantially alters or funding for it is withdrawn) (*event details*) _____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

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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' Collective Agreement 2013-2015 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 Primary Teachers' Collective Agreement 2013-2015 is attached (available on the Ministry website www.employment.education.govt.nz).

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: _____