

# Contract Employment

## Short-Term Contracts:

Short-term contracts must be offered to registered casual relief teachers who are working in a position for a period in excess of 20 continuous school days, yet less than a term. School principals are responsible for offering and managing short-term contracts.

Whilst on a short-term contract, teachers are paid the same salary as a permanent teacher of similar experience and qualifications. For every 10 full days of the contract teachers accrue one day of recreation leave and one day of personal leave. The recreation[annual] leave accrual is paid out at the end of the contract.

Teachers on short term contracts cannot be paid during school holiday periods [stand-down] unless a new contract has been arranged prior to the end of the original contract. In those circumstances, the holiday period will be paid at the commencement of the new contract.

The professional performance of a teacher on a short-term contract is assessed by the teacher's supervisor, in consultation with the teacher. The assessment is compiled into a report near the end of the contract.

## Long-Term Contracts:

Long-term contracts can only be offered by the Department's Staffing section to any teacher who has achieved a ranking of "suitable" or higher in the Level 1 Recruitment Round. The contract must be for one school term or longer. Within specified teaching areas, long-term contracts will be offered to teachers, in order, starting with the highest ranking first. The Recruitment Round rating process takes place during Term 3, and applications are due towards the end of Term 2. Only in exceptional circumstances will individuals be able to have their applications assessed at other times.

Teachers on a long-term contract are paid the same salary as a permanent teacher of similar experience and qualifications. Full-time contracts covering a full year accrue 20 days recreation leave and 18 days personal leave. Contracts of less than a school year accrue leave on a pro rata basis. Individuals employed on a long term contract on either side of a term break are entitled to payment over the holiday period in between. Where a teacher employed on a long term contract for Term 4 has accepted a contract for at least Term 1 of the next school year prior to the pay out date, the teacher will be entitled to pro rata recreation leave, full payment for public holidays and stand-down from the end of the standard recreation period. If a teacher employed on a long-term contract for Term 4 has not been offered a contract for at Least Term 1 of the new school year by the pay out date but subsequently accepts a contract for at least Term 1 of the next school year prior to the first working day following 26 January, the commencement date of the new long-term contract will be the day following the end of the standard recreation period.

Assessment is undertaken through a panel and reporting process, following specified guidelines [ask your Principal for a copy]. Panels should be set up in the first three weeks of the contract commencing. The panel consists of an advisor, a supervisor and the contract teacher.

## Professional Pathways:

This professional development planning process is optional for teachers on long-term contracts but it is an excellent process that formalises support from colleagues within the school and assists teachers in planning their development as a professional.