



## Casual Relief Teaching at Red Cliffs Secondary College

Thank you for your interest in applying for Casual Relief Teaching (CRT) with Red Cliffs Secondary College. The following information has been provided to assist you in understanding the role of a Casual Relief Teacher.

### **Casual Relief Teaching**

Casual Relief Teachers (CRT) are employed by the school council as and when the need arises. As a casual employee there is no guarantee of any future employment with the school council or in any other employment arrangement. There is also no guarantee of ongoing work or regular shifts. Your hours of work are by agreement and the school may contact you by phone or email to request you to work. Casual employment may be terminated without notice or warning at any time.

### **Terms and conditions of employment**

The purpose of this information sheet is to set out the terms and conditions of your employment as a CRT at the school.

School council employees are employed under Part 2.3 of the Education and Training Reform Act 2006. The conditions of employment for school council employees are set out in Ministerial Order 1389.

CRTs are paid at the hourly rate set out in clause 1.2(1) of schedule 1 of Ministerial Order 1389. This rate of pay includes a casual loading of 20% in lieu of paid annual leave, personal leave and public holidays. As a casual employee, you are not entitled to annual leave, personal leave and public holidays or any payment in lieu of these.

It is your responsibility to ensure that you have provided evidence to the school council that you are currently registered (or deemed to be registered) with the Victorian Institute of Teaching under Part 6 of the Education Training and Reform Act 2006. You also have a duty not to disclose any confidential information that you may receive as an employee of the council.

Ministerial Order 1389, rates of pay and other information about your rights and responsibilities as a school council employee is available on the department's HRWeb: School Council Employment page <https://www2.education.vic.gov.au/pal/school-council-employment/overview>

### **Fair Work Information Statement**

The Fair Work Information Statement can be accessed on the Fair Work Ombudsman website: <http://www.fairwork.gov.au/employee-entitlements/national-employment-standards/fair-work-informationstatement>



## Expression of Interest Casual Relief Teacher

Please complete this form and return with your resume and copies of qualification to [red.cliffs.sc@education.vic.gov.au](mailto:red.cliffs.sc@education.vic.gov.au)

Personal Details				
Family Name:		Given Name:		
Address:				
Town		Postcode		
Phone		Mobile		
Email				
DET TO Number				
VIT Number		Valid Date		
Qualifications				
Preferred Subject to Teach				
Days Available				
Monday	Tuesday	Wednesday	Thursday	Friday
Term 1	Term 2	Term 3	Term 4	
Additional Information				
Date Submitted:				