INDIVIDUAL EMPLOYMENT AGREEMENT
(PRIMARY PRINCIPAL)

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 School Board of ……………………….. *[insert name of school]* ("the Employer") …………………………… *[insert school number]* a statutory body constituted pursuant to section 118 of the Education and Training Act 2020

AND   ....("the Employee")

The School Board appoints/continues *[delete one]* the employment of the Employee as the Principal working at .... *[place of work].* The Employee's hours of work are as specified in the Primary Principals' Collective Agreement 2019-2022 (PPCA) with effect from ....*[date]* upon and subject to the terms and conditions contained in this agreement.

The salary shall be the rate payable for the U-grade of the school as advised in the entitlement notice from the Ministry of Education, the staffing based salary component, the decile payment (where applicable), the payment for Leadership in Literacy and Numeracy and the career structure payment (where applicable). The applicable rates shall be paid in accordance with the Primary Principals' Collective Agreement 2019-2022.

The work to be performed by the Employee is set out in the attached position description.

The terms and conditions of employment under this agreement are those applicable terms and conditions of the Primary Principals' Collective Agreement 2019-2022 which, with all the necessary modifications, are applicable for a Primary Principal and shall apply no earlier than the date this Individual Employment Agreement is signed. In addition, the attached plain language explanation of the services available for the resolution of employment relationship problems shall apply.

A copy of the Primary Principals' Collective Agreement 2019-2022 is available on the Ministry of Education website http://www.education.govt.nz/school/people-and-employment/employment-agreements/.

In signing this agreement the board and the principal agree that the terms and conditions of employment set out in this individual employment agreement replace all previous arrangements and understandings, except those to which concurrence had previously been sought and granted in terms of Circular 2013/27.

The Employee acknowledges he/she has had reasonable opportunity to seek advice.

SIGNED by .... (Employee) on ………....................... *[date]*

SIGNED for and on behalf of the above named School Board by

…..............................………….……..……..................…… *[signature]*

………..…….....................…..………………………………………………………… *[print name and position]*

.....…………..................….....……….......................................…………………………… *[date]*