



**Te Tāhuhu o
te Mātauranga**
Ministry of Education

10 October 2025

██████████
Advocate
PSA

By email to ██████████

Tēnā koe ██████████

On behalf of the Secretary for Education, I am pleased to make the following offer to settle a renewed ***Specialist Residential Schools' Collective Agreement 2025 – 2027***

We acknowledge the role your members play in making our schools safe and enjoyable residential environments where tamariki are supported to thrive. We count on you to support our students to lift their achievement by ensuring ākonga reside in residences that are safe, clean, welcoming, and inspiring. We want to thank you for engaging on behalf of your members in good faith.

In our discussions we explored the elements that could form an agreeable settlement package, one that addresses each parties' priorities and more importantly one that is framed to your members preference for the shape of their remuneration scales. This is all while we ensure we meet our obligations that any increases are fiscally sustainable in the current environment.

In summary the offer is:

- **A 22-month term** starting from 8 October 2025, date of settlement.
- **An increase of \$1,456 per annum from 8 October 2025** for all printed pay rates.
 - Note because of the previous settlement step 2 and step 3 of Grade B have the same pay rate. The proposed pay scale removes the duplication and renumbers the scale. This will result in Grade B having 4 steps as opposed to the current 5 steps (with a duplicate step 2 & 3). It also changes the numbering of the steps for Grades C and D inclusive. Residential staff paid in Grades B to D will automatically be moved to the new salary step, with effect from 8 October 2025 – their anniversary date for progression, where applicable, will not be affected.
The pay rate table is shown in section 2 of Appendix A – Terms of Settlement and clause 4.2.2, in the attached copy of the Collective Agreement.
- To **introduce** a new allowance called a **Residential Personal Care Allowance** from the beginning of the first school term 2026. This allowance is for residential staff who routinely provide personal care students in the residence. The rate is set at 5% of the top step of Grade B. Based on the rate increase under this offer the allowance would be around \$2,690 per annum. The allowance will increase in line with any future increases to the pay scale rate. *This allowance is shown as clause 6.8 in the attached copy of the Collective Agreement.*
- To **amend** the **Conduct** provisions and to **introduce Performance processes** to clarify good practice when employment issues related to conduct and performance arise, as shown

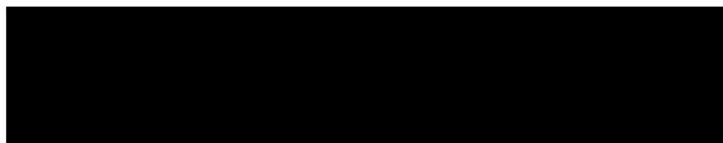
by the tracked changes for *clauses 8.1 to 8.3 in the attached copy of the Collective Agreement*.

- To amend the **Hours of Work for rostered employees' provisions**, to include each Sunday prior to term starting, to allow students to return without interrupting their schooling, as shown by the tracked changes for *clause 3.2.1 (b) in the attached copy of the Collective Agreement*.
- To amend the **Service Allowance** provision to clarify who is eligible to receive this allowance, shown *by the tracked changes for clause 6.6 in the attached copy of the Collective Agreement*.
- Various **technical changes** to provide clarity and consistency of conditions, improve readability and to ensure the Collective Agreement is legislatively compliant.

The details of the offer are set out in Appendix A – Terms of Settlement

We are pleased to advise, that if the terms of this offer are accepted, the effective date for the remuneration increases can be 8 October 2025, date of settlement, provided the offer is ratified by 13 November 2025. Additional funding will be provided to the residential schools to support the cost of the settlement.

Nāku noa, nā



Advocate for the Secretary for Education

Appendix A: Terms of Settlement

This section sets out the components of the settlement of the *Specialist Residential Schools' Collective Agreement 2025 – 2027*.

This agreement has been settled between the Secretary for Education and the Public Service Association (PSA). It shall be subject to ratification by PSA members pursuant to section 51 of the Employment Relations Act 2000.

The terms outlined in this document are valid for ratification by PSA provided ratification is confirmed and the new collective agreement is signed no later than 5pm on 13 November 2025.

1. Term of agreement

The *Residential Specialist Schools' Collective Agreement 2025 – 2027* shall be effective from 8 October 2025, date of settlement and 7 August 2027 (22 months after settlement), provided ratification is obtained and the new collective agreement is signed no later than 5pm on 13 November 2025

2. Remuneration for Grades A - D

The parties agree that the pay rates for Grades A, B, C, and D (which covers Residential Staff) are as shown below:

Grade	Current Step	Rate effective 11 December 2023	New Step	Rates effective 8 October 2025
Grade A	1	\$51,320	1	\$52,776
Grade B	2&3	\$51,530	2	\$52,986
Grade B	4	\$51,956	3	\$53,412
Grade B	5	\$52,146	4	\$53,602
Grade B	6	\$52,353	5	\$53,809
Grade C	7	\$53,230	6	\$54,686
Grade C	8	\$54,677	7	\$56,133
Grade C	9	\$56,187	8	\$57,643
Grade C	10	\$57,757	9	\$59,213
Grade C	11	\$59,377	10	\$60,833
Grade D	12	\$61,022	11	\$62,478
Grade D	13	\$62,678	12	\$64,134
Grade D	14	\$64,446	13	\$65,902
Grade D	15	\$66,274	14	\$67,730
Grade D	16	\$67,796	15	\$69,252

Employees currently on steps 2 to 16 will move to the corresponding new step 2 to 15, as set out above, from 8 October 2025. The change to steps will not alter their anniversary date.

3. Remuneration for Administrative Staff

The parties agree that the pay rates for Administrative Staff are as shown below:

Grade	Step	Rate effective 11 December 2023	Rates effective 8 October 2025
Grade 1	1	\$53,320	\$54,776
Grade 2	1	\$55,026	\$56,482
	2	\$56,710	\$58,166
	3	\$58,416	\$59,872
	4	\$60,104	\$61,560
Grade 3	5	\$61,412	\$62,868
	6	\$62,720	\$64,176
	7	\$64,029	\$65,485
	8	\$65,337	\$66,793
Grade 4	9	\$67,136	\$68,592
	10	\$68,944	\$70,400
	11	\$70,797	\$72,253
	12	\$72,651	\$74,107
	13	\$74,569	\$76,025
Grade 5	1	\$77,240	\$78,696
	2	\$79,939	\$81,395
	3	\$82,617	\$84,073
	4	\$85,295	\$86,751
	5	\$87,973	\$89,429
	6	\$90,651	\$92,107
	7	\$93,334	\$94,790
Grade 6	1	\$95,408	\$96,864
	2	\$97,485	\$98,941
	3	\$99,542	\$100,998
	4	\$101,621	\$103,077
Grade 7	1	\$105,220	\$106,676
	2	\$108,840	\$110,296
	3	\$112,440	\$113,896
	4	\$116,060	\$117,516
	5	\$119,659	\$121,115
	6	\$123,279	\$124,735

4. Remuneration for Librarians and Library Assistant

The parties agree that the pay rates for Librarians and Library Assistant are as shown below:

Grade	Step	Rate effective 11 December 2023	Rates effective 8 October 2025
Grade A	1	\$57,973	\$59,429
	2	\$60,709	\$62,165
	3	\$63,588	\$65,044
Grade B	1	\$64,399	\$65,855
	2	\$66,205	\$67,661
	3	\$68,067	\$69,523
	4	\$70,027	\$71,483
	5	\$72,065	\$73,521
	6	\$74,166	\$75,622
	7	\$76,267	\$77,723
Grade C	1	\$81,485	\$82,941
	2	\$84,291	\$85,747
	3	\$87,199	\$88,655
	4	\$90,212	\$91,668
	5	\$93,334	\$94,790
Grade D	1	\$98,881	\$100,337
	2	\$101,811	\$103,267
	3	\$104,833	\$106,289
	4	\$107,207	\$108,663

5. Residential Personal Care Allowance

The parties agree to the introduction of a new allowance – Residential Personal Care Allowance for Residential staff in recognition of the personal care and support that Residential staff provide to students, such as cleaning up a student who is soiled.

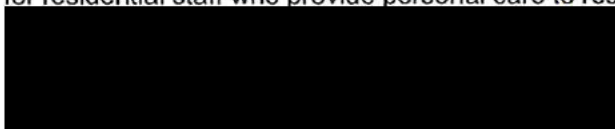
6.8 Residential Personal Care Allowance

6.8.1 From the start of the 2026 school year, where an employee's role, reflected in their job description, includes a requirement to provide personal care to residential students, as described in clause 6.8.2, they will be paid an allowance based on a rate that is of 5% of the top of Grade B in clause 4.2.2.

6.8.2 Personal care is where an employee is required to clean up a student in the residence who is soiled with vomit, excreta, urine or blood.

The Residential Personal Care Allowance is detailed in clause 6.8 in the tracked changes of the Collective Agreement provided.

Te Whakarōpūtanga Kaitiaki Kura o Aotearoa | NZSBA will provide support to Employers to update job descriptions for residential staff who provide personal care to residential students as set out in clause 6.8.2.



6. Conduct and Performance

The parties agree to the amendment of Clause 8.1 Conduct and the introduction of new clauses 8.2 and 8.3 Performance. This adds greater clarification and guidance to the conduct provision and introduces a separate process for performance matters.

The amendment and new clauses relating to Conduct and Performance are as detailed in clauses 8.1 – 8.3 in the tracked changes of the Collective Agreement provided.

Te Whakarōpūtanga Kaitiaki Kura o Aotearoa | NZSBA will provide professional development to Employers to familiarise them with the principles and applications of the updated clause 8.1 and new clauses 8.2 and 8.3

7. Hours of work for Rostered Employees

The parties agree to amend clause 3.2.1(b) Hours of Work, to include a new clause which allows each Sunday prior to term starting to be resourced, to allow students to return without interrupting their schooling.

3.1.2(b)(iv) *Where students wish to return to school on the Sunday before the start of a school term i.e. before it opens for instruction, the employer may ask staff to work on that day to support returning students. Where the employee agrees to work, they will be paid T2 for the hours worked, provided they are paid for no less than three hours on that day. This payment is additional to any payments the employee is entitled under clause 5.6.5 for that day of employment.*

This amendment is outlined in clause 3.2.1(b) of the tracked changes of the Collective Agreement provided.

8. Service Allowance

The parties agree to amending the Service Allowance clause to clarify who is eligible to receive this allowance. *This amendment is as outlined in clause 6.6 Service Allowance in the tracked changes of the Collective Agreement provided.*

9. Technical Changes

The parties agree to a number of technical changes as detailed in the tracked changes of the Collective Agreement provided. A list of these changes can be found in Annexe A of the Collective Agreement.

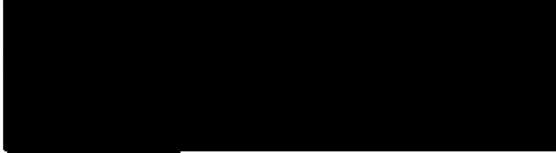
10. Related matters

Provided that the settlement is ratified and signed by 13 November 2025, Education Payroll (EPL) has committed to implement the pay rates no later than PP23 (Pay Period 23) paydate 3 February 2026.

The parties note that following ratification the Secretary for Education will promulgate an individual employment agreement for non-union employees based on the terms and conditions in the collective agreement.

[UNCLASSIFIED]

Signed in _____ on _____ by:



Advocate for Public Service Association



Advocate for the Secretary of Education