

24 September 2025

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Advocate
NZEI Te Riu Roa

Tēnā koe ██████████

On behalf of the Secretary for Education, I make the following offer to settle a renewed ***Support Staff in Schools' Collective Agreement 2025-2027.***

- **A 2.1% increase on all printed rates from 15 October 2025.**
- **A 20-month term.**
- **Provision of approved provider PLD for staff** who work directly with students who experience behavioural or learning needs associated with neurodiversity. This fund will provide up to \$4.5 million total (inclusive of administration costs) over the life of the fund.
- **Increase the Motor Vehicle Allowance rate** from 62c to 83c per kilometre.
- **Send targeted communications to schools regarding reviewing employment of teacher aides** who have been on fixed term agreements of longer than two years.
- **Increase from 3 to 5 days**, the number of calendar days an employee must be sick for before a medical certificate can be requested by the employer
- **Provisions which recognise workplace delegates.**
- **Recognition of service for employees transferred to charter schools** under section 119 of the Education and Training Act (2020) if they return to a role under coverage of this collective agreement.
- **Allow non-teaching Guidance Counsellors** to be covered by this collective agreement.

It also preserves the annual progression increases the majority of members receive annually.

This offer ensures those at the top of the scale (without automatic salary progression) get a 2.1% increase over the term. Those who have automatic progression will see their salary increase between 4.0% -12%, over the 20-month term, assuming a start of year anniversary date.

The full printed rates on offer are included in Appendix A – Terms of Settlement.

We are pleased to advise that if this offer is accepted, additional funding will be provided to enable the settlement.

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Advocate for the Secretary for Education

Appendix A: Terms of Settlement

This section sets out the components of the settlement of the *Support Staff in Schools' Collective Agreement (2025 - 2027)*.

This offer is made by the Secretary for Education to NZEI Te Riu Roa. It will be subject to ratification by NZEI Te Riu Roa members pursuant to section 51 of the Employment Relations Act 2000.

The terms outlined in this document are valid for ratification by NZEI Te Riu Roa provided ratification is confirmed and the new collective agreement is signed no later than 5pm on 16 October 2025.

1. Term of agreement

The *Support Staff in Schools' Collective Agreement (SSSCA) 2025-2027* will be a 20-month term, effective from the date of ratification, 15 October, provided it is signed no later than 5pm on 16 October 2025.

2. Pay rates for Teacher Aides

The parties agree that the pay rates for teacher aides are as shown below:

Work Matrix Grade	Step	Current rates	Hourly rates effective 15 October 2025
A	1	\$ 25.18	\$ 25.71
	2	\$ 25.64	\$ 26.18
B-C	1	\$ 26.59	\$ 27.15
	2	\$ 27.34	\$ 27.91
	3	\$ 28.10	\$ 28.69
	4	\$ 28.85	\$ 29.46
	5	\$ 29.60	\$ 30.22
	6	\$ 30.22	\$ 30.85
	7	\$ 30.97	\$ 31.62
	8	\$ 31.72	\$ 32.39
	9	\$ 32.47	\$ 33.15
	10	\$ 33.23	\$ 33.93
D	1	\$ 33.23	\$ 33.93
	2	\$ 34.34	\$ 35.06
	3	\$ 35.45	\$ 36.19
	4	\$ 36.56	\$ 37.33
	5	\$ 37.14	\$ 37.92
	6	\$ 38.77	\$ 39.58

3. Pay rates for Administration Support Staff

The parties agree that the pay rates for administration support staff are as shown below:

Grade	Step	Current rates	Hourly rates effective 15 October 2025
1	1	\$ 25.63	\$ 26.17
2	1	\$ 26.45	\$ 27.01
	2	\$ 27.26	\$ 27.83
	3	\$ 28.08	\$ 28.67
	4	\$ 28.89	\$ 29.50
3	5	\$ 29.52	\$ 30.14
	6	\$ 30.15	\$ 30.78
	7	\$ 30.78	\$ 31.43
	8	\$ 31.41	\$ 32.07
4	9	\$ 32.27	\$ 32.95
	10	\$ 33.15	\$ 33.85
	11	\$ 34.03	\$ 34.74
	12	\$ 34.93	\$ 35.66
	13	\$ 35.85	\$ 36.60
5	1	\$ 37.13	\$ 37.91
	2	\$ 38.43	\$ 39.24
	3	\$ 39.72	\$ 40.55
	4	\$ 41.01	\$ 41.87
	5	\$ 42.29	\$ 43.18
	6	\$ 43.58	\$ 44.50
	7	\$ 44.87	\$ 45.81
6	1	\$ 45.87	\$ 46.83
	2	\$ 46.87	\$ 47.85
	3	\$ 47.86	\$ 48.87
	4	\$ 48.86	\$ 49.89
7	1	\$ 50.59	\$ 51.65
	2	\$ 52.33	\$ 53.43
	3	\$ 54.06	\$ 55.20
	4	\$ 55.80	\$ 56.97
	5	\$ 57.53	\$ 58.74
	6	\$ 59.27	\$ 60.51

4. Pay rates for Librarians and Library Assistants

The parties agree that the pay rates for librarians and library assistants are as shown below:

Grade	Step	Current rates	Hourly rates effective 15 October 2025
A	1	\$ 27.87	\$ 28.46
	2	\$ 29.18	\$ 29.79
	3	\$ 30.57	\$ 31.21
B	1	\$ 30.96	\$ 31.61
	2	\$ 31.82	\$ 32.49
	3	\$ 32.72	\$ 33.41
	4	\$ 33.66	\$ 34.37
	5	\$ 34.64	\$ 35.37
	6	\$ 35.66	\$ 36.41
	7	\$ 36.67	\$ 37.44
C	1	\$ 39.17	\$ 39.99
	2	\$ 40.52	\$ 41.37
	3	\$ 41.92	\$ 42.80
	4	\$ 43.37	\$ 44.28
	5	\$ 44.87	\$ 45.81
D	1	\$ 47.54	\$ 48.54
	2	\$ 48.95	\$ 49.98
	3	\$ 50.40	\$ 51.46
	4	\$ 51.89	\$ 52.98

5. Pay rates for Science Technicians

The parties agree that the pay rates for science technicians are as shown below:

Grade	Step	Current rates	Hourly rates effective 15 October 2025
1	1	\$ 27.87	\$ 28.46
	2	\$ 29.18	\$ 29.79
	3	\$ 30.57	\$ 31.21
2	1	\$ 31.47	\$ 32.13
	2	\$ 32.36	\$ 33.04
	3	\$ 33.28	\$ 33.98
	4	\$ 34.25	\$ 34.97
	5	\$ 35.25	\$ 35.99
	6	\$ 36.28	\$ 37.04
	7	\$ 37.34	\$ 38.12
	8	\$ 38.39	\$ 39.20
3	1	\$ 40.20	\$ 41.04
	2	\$ 41.35	\$ 42.22
	3	\$ 42.52	\$ 43.41
	4	\$ 43.73	\$ 44.65
	5	\$ 44.97	\$ 45.91
	6	\$ 46.26	\$ 47.23
	7	\$ 47.58	\$ 48.58
	8	\$ 48.95	\$ 49.98

6. Pay rates for Other School Support Staff

The parties agree that the pay rates for all school support staff that are not covered by a pay equity claim settlement in the agreement (i.e. excluding teacher aides, administration staff, librarian and library assistants and science technicians), are as shown below:

Grade	Step	Current rates	Hourly rates effective 15 October 2025
A-B	1	\$ 24.83	\$ 25.35
C	2	\$ 25.60	\$ 26.14
	3	\$ 26.47	\$ 27.03
	4	\$ 27.34	\$ 27.91
	5	\$ 28.21	\$ 28.80
C-D	6	\$ 29.08	\$ 29.69
D	RoR		
	7	\$ 38.77	\$ 39.58

7. Professional Learning and Development fund

The parties have agreed that the Ministry will establish and administer a professional and learning development (PLD) fund of up to \$4.5 million (inclusive of administration costs), available to staff whose work falls within coverage of the *Support Staff in Schools and Kaiarahi i te Reo Collective Agreements* and who work directly with neurodiverse students to support students' participation and progress.

This fund will open by Term 4 2026 and will provide PLD through Ministry approved providers until the end of 2027 or the funds are exhausted.

The fund will cover the cost of the approved PLD, staff members' remuneration for the time attending the course, the Ministry's administration costs, and reasonable travel and accommodation costs of up to \$500 if the staff member:

- is located more than 100km from a population centre of more than 20,000 people, or
- has to travel to a specialist course that is only delivered in limited locations of 100km or more away, or
- has to travel between islands.

8. Motor Vehicle Allowance increase

The parties agree to increase the motor vehicle allowance to \$0.83 per kilometre.

5.1.1 Employees required by their employer to use their own vehicles for school business shall be paid an allowance of \$0.83 per kilometre.

9.

Communication on fixed-term employment for teacher aides

The parties agree that the Ministry will communicate directly to schools where data identifies that teacher aides have been employed on fixed term agreements for longer than two years. The communication will encourage schools to consider a review of employment documentation with the assistance of the New Zealand School Board's Association, if required, to make sure that any fixed-term agreements are for genuine reasons based on reasonable grounds (as specified in the SSSCA). The Ministry will send one communication to all identified schools by end of September 2026.

10. Recognition of service for employees transferred to converted (charter) schools who return to state and state-integrated schools

The parties agree to amend clauses 6.2 Service for Leave Purposes, 6.3 Annual Leave, and 1.5.1 and 6.4 Long Service Leave to recognise previous service in a Converted School for employees who were transferred to a charter school under clause 119 of Schedule 1 of the Education and Training Act (2020), provided the employee's service is continuous.

Clause 1.6 Definitions will also be amended to include definitions for "Converted School" and "Transferred Employee":

1.6.8 "Converted School" has the same meaning as in clause 114 of Schedule 1 of the Education and Training Act 2020.

1.6.9 "Transferred Employee" means any employee who was transferred from employment in a state or state integrated school to employment in a charter school under clause 119 of Schedule 1 of the Education and Training Act 2020.

Complete wording is available in the tracked change collective agreement.

11. Expand coverage to remove exclusion of non-teaching Guidance Counsellors

The parties agree to amend clause 1.3 Coverage as follows:

1.3.2 This agreement is applicable to every employee employed by an employer **except** for the following roles:

(e) guidance counsellor (who holds a current Teaching Council certification or limited authority to teach).

Note: For avoidance of doubt any therapists not excluded above are covered by this agreement. Guidance Counsellors without Teaching Council certification or a LAT are also covered by this agreement.

This has the effect that non-teaching guidance counsellors are removed from exclusion and come under coverage of the SSSCA.

Guidance Counsellors newly bound by the SSSCA for the same role will not translate to total remuneration less than what they are receiving at the time of transfer. The minimum rate of pay for qualified Guidance Counsellors will be Grade D, Step 6 \$29.69 per hour.

The parties agree the following wording will be added to the SSSCA, Part 3E: Other Positions:

3E.3.2 The minimum rate for guidance counsellors will be Grade D step 6, provided that the employee holds a relevant qualification for the position such as counselling or social work, which is Level 7 on the NZQF or above, or is a registered psychologist.

Note: Employees without relevant qualifications for guidance counselling who provide

student support or advisory services should be assessed upon appointment as set out in 3E.3 above.

NZSBA will provide advice to employers on how to move guidance counsellors onto the SSSCA.

12. Part 10 Employment Protection and Surplus Staffing Provisions

The parties agree to meet over the term of the agreement to progress technical changes to Part 10: Employment Protection and Surplus Staffing Provisions. The parties' intention is to improve clarity around process and readability for employees and employers. Any agreed changes will be incorporated into the collective agreement by the way of a variation.

13. Conduct and Performance

The parties agree to amend the current Part 8 Complaints and Discipline clauses and rename to Conduct and Performance. The amendments set out a more detailed process for conduct concerns (clause 8.1) and introduce a separate process for performance matters (clause 8.4).

The changed part 8 is detailed in the tracked changes of the SSSCA provided. the current

Te Whakarōputanga Kaitiaki Kura o Aotearoa | New Zealand Boards Association has agreed to produce guidance for employers, in consultation with NZEI Te Riu Roa, to assist them in understanding the clarified conduct and performance provisions.

14. Extension to the medical certificate timeframe

The parties agree to amend clause 6.5.3 (c) Sick Leave, as follows:

(c) If requested by the employer, an employee will produce a medical certificate or other evidence for absences exceeding five or more consecutive calendar days, whether or not the days would otherwise be working days for the employee. If medical evidence is requested within five consecutive calendar days, the employer will agree to meet the employee's reasonable expenses in obtaining the proof. Expenses in obtaining medical evidence after five days will be at the employee's cost.

15. Recognition of Workplace delegates

The parties agree to the following wording regarding recognition of workplace delegates:

11.4 Worksite Representative (WSR)/Union Delegate Entitlements

11.4.1 The employer will recognise the appointed or elected WSR/ union delegate and their role in representing union members.

11.4.2 WSR/Union delegates have entitlements set out in section 18A of the Employment Relations Act 2000 relating to reasonable paid time for union activities. In addition to these entitlements, the employer, on request, will provide a communication channel (notice board or online) to enable the union delegates to share union notices and information with employees.

16. Grandparent 37.5 hour full-time employment

The parties agree to the following change to clause 2.3.1 Categories of employment:

(a) From 28 January 2026, a full-time employee is an employee who is employed for 40 hours per week, 52 weeks per year.

(b) From 28 January 2026, employees who have been employed for 37.5 hours per week as a full-time salaried employee will have their hours of work arrangements grand-parented while they remain in their current role.

17. Technical changes

The parties agree to a number of technical changes intended to clarify employment settings, provisions, and readability. **The tracked change version of the SSSCA is provided.** The key technical changes are highlighted below:

- Reordering and streamlining the remuneration section which had become complex due to the inclusion of four pay equity scales for different workforce groups (Part 3).
- Clarification on requirements when making appointments to ensure employees understand whether hours can be varied through their letter of offer (clauses 2.2 and 2.5).
- Definitions of term-time only and casual employment (clause 2.3.3 and 2.3.5).
- The application of the tiaki allowance to include cleaning the student and the environment (clause 5.4).
- Removal of defunct provisions

All changes to the collective agreement are set out in the tracked change collective agreement provided.

18. Related Matters

Provided that the settlement is ratified and signed by 16 October 2025, Education Payroll Limited (EPL) has committed to implement the pay rates and increased motor vehicle allowance no later than in pay period 20, on 23 December 2025.

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.

Signed in Wellington on _____ by:

Advocate for NZEI Te Riu Roa

Advocate for the Secretary for Education

Witnessed:

For Te Whakarōputanga Kaitiaki Kura o Aotearoa