

**Form to support the assessment of a certificated teacher's initial salary step  
for meeting salary attestation requirements only**

<b>Certificated Teacher's Name</b>		<b>Name of Employer Representative:</b>	
		<b>Step 1</b>	
<b>What steps of the Minimum Salary Scale for Certificated teachers will be used to determine the minimum salary paid?</b>		<b>Steps 1 to 6</b>	
		<b>Steps 1 to 11 + management</b>	
<b>Certification Status</b>		<b>Evidence includes:</b>	
<p><b>If a teacher does not hold a practicing certificate, there is no need to complete the assessment. and a recognised ECE teaching qualification or primary school teaching qualification</b></p>			
<b>Qualification/s</b>		<b>Evidence includes:</b>	
<b>Mark the agreed qualification group</b>	P1, P2, P3		
	P3+		
	P4		
	P5		
<b>Recognised Service</b>		<b>Evidence includes:</b>	
e.g. hours of work if not employed full-time e.g. years of experience e.g., years (or part thereof) of full-time employment			
<b>Previous Relevant Work Experience</b>		<b>Evidence includes:</b>	
<b>Note: credited as half service to a maximum of two steps</b>			
<b>Hours not counted towards initial salary step but count toward next progression through the scale</b> e.g. 4800 hours recognised service = 2 step + 640 hours towards a 3rd step			
<b>Agreed Initial Salary Step</b>			
<b>Signature of Teacher</b>		<b>Signature of Employer Representative</b>	
<b>Date:</b>		<b>Date:</b>	

Wage/Salary rate offered to employee:

There is no problem if it's higher than the applicable attestation rate, as long as pay is at least at the applicable attestation rate amount. For example, you may pay a teacher equivalent to what they would earn if teaching at a primary school or pay more to someone for taking on responsibilities of being a room leader or choose to recognise their teaching experience overseas and place their initial step higher up the MoE scale.

## Appendix One Salary Attestation Steps

Step	Qualification Group Notations	Salary from 1 January 2022
1	P1E, P2E, P3E	\$51,358 (\$24.69 hr)
2		\$53,544 (\$25.74 hr)
3	P3+E	\$55,948 (\$26.90 hr)
4	P4	\$58,133 (\$27.95 hr)
5	P5	\$61,794 (\$29.71 hr)
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5	P5	\$61,794 (\$29.71 hr)
6		\$65,776 (\$31.62 hr)
7		\$68,103 (\$32.74 hr)
8		\$70,431 (\$33.86 hr)
9		\$72,758 (\$34.98 hr)
10	P1M, P2M, P3M	\$75,230 (\$36.17 hr)
11	P3+M, P4M, P5M	\$79,413 (\$38.18 hr)
<b>or Manager (any level of qual and experience)</b>		<b>\$79,413 (\$38.18 hr)</b>

These yearly salaries are calculated based on a 40-hour employed week. Where a teacher generally works more or less than 40 hours per week, the salary should be calculated to ensure the required hourly rate is maintained. An indicative hourly rate can be found by dividing the minimum salary level by 2080 (40 hours x 52 weeks), rounding is to be applied to at least two decimal places. This rate only needs to be at or above the minimums above. The salary/hourly amount does not need to be exactly that amount at each step.

**Note: Steps 7-11 + management positions is only for people in management positions who have opted-in to extend parity funding rates.**

**Correction: Steps 7-11 are for all ECE and primary school qualified and certificated teacher positions.**

Step Management (the same as the Step 11 rate) does not apply to managers who are not ECE qualified/ Primary school qualified certificated teachers. A centre manager may be a beginning teacher who is qualified and certificated.

These yearly salaries are for full-time employment or a full-time employment contract of no more than 40 hours per week, inclusive of leave and service close downs such as for statutory holidays and term breaks.

Should a teacher work more than 40 hours in any week, at least the applicable hourly rate for that additional time must be paid or the centre will be in breach of salary attestation.

Where a teacher is not in full-time employment, i.e., part-time, casual hours/ days at least the applicable hourly rate must be paid.