

EXTRACT

31. Attendance

- 31.1 Subject to clause 31.2 and clause 31.3, Employees classified as Teachers are required to attend their work location for up to 30 hours per week for up to 42 weeks per year. Agreement between the University and the Employee is required for attendance beyond these limits. The University may only seek such agreement after an Employee has been employed and then only after providing reasonable time for the Employee to gain advice and make an informed decision.
- 31.2 For up to 5 days a year, the University may request that an Employee attend their work location when an Employee was not otherwise required to attend for the following purposes:
- a) Attending professional development provided by the University to Employees; or
 - b) In order to assist the University with compliance duties in the event that a regulator requires an audit to be conducted urgently, provided that the University provides at least 48 hours' notice.
- 31.3 An Employee may only refuse the University's request made under clause 31.2 if their refusal is reasonable.
- 31.4 Where an Employee is required to attend their work location as contemplated under clause 31.2, the Employee's attendance required under clause 31.1 is reduced by an equivalent number of days.
- 31.5 Employees classified as Education Managers or Senior Educators who do not have a teaching load are required to attend the workplace up to 38 hours per week and up to 52 weeks per year (other than those Employees who were classified as "Senior Educators" in or prior to 2002). Education Managers and Senior Educators who have teaching duties are entitled to the benefit of clause 31.1 on a pro rata basis based on the proportion of their teaching loads.

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