



school cleaners certified agreement



AGREEMENT SUMMARY SHEET

IN A WORKPLACE WHERE THIS AGREEMENT HAS APPLICATION THE EMPLOYER MUST DISPLAY AN UP TO DATE COPY OF THE AWARD IN A ' CONSPICUOUS PLACE WHERE IT IS EASILY READ BY THE EMPLOYEES IN THE WORKPLACE.

Attached are the latest pay rates applicable to School Cleaners.

Some major conditions about your employment are also summarized below. If you require more information about your award entitlements, contact the Union.

Work Related Allowances:

Broken Shift Allowance: \$6.21 per day

Qualification Allowance: \$20 per fortnight
(To qualify must be at pay point 4 for 12 months)

Hours of Work:

- Maximum 38 hours per week
- Maximum 7.6 hours per day
- Minimum payment of two (2) hours for each day worked.

Spread of Hours:

6am – 6pm or 4am – 9pm (by agreement) please see clauses 4.5.2 and 4.5.3 of your agreement.

Rosters:

All roster changes within the spread of hours ie: early starts, must be agreed by all cleaners before implementation,

Overtime:

- a) Time and a half for the first three hours and double time thereafter.
- b) Double time for all overtime worked on Sunday.
- c) Minimum payment of two (2) hours for overtime on Saturday or Sunday.

Meal Breaks:

All employees working more than 5 continuous hours in one day shall be entitled to a 30 minute meal break which is to be taken between the third and sixth hour.

Rest Pauses:

Employees working at least six(6) hours 20 minutes per day.
Employees working at least four(4) hours 10 minutes per day.

Casual (Relief) Cleaners:

- 23% loading.
- Minimum two(2) hours per engagement.
- Schools with only 1 cleaner:
Relief shall be provided immediately.
- Schools with 2 or more cleaners:
Relief shall be provided after 24 hours.

Conversion from Casual to Permanent Employment

Where there is a substantive vacancy, cleaners who have been casual for more than 12 months, who have been selected on merit, have had satisfactory performance, should be converted to permanent employment with Education Qld.

Leave Provisions:

Employees (other than casuals).

Part time entitlements are calculated on a pro rata basis.

Annual Leave: 4 weeks per year

Sick Leave: 10 days per annum which are cumulative.

Accumulated days off (ADO) for School based employees:

- a) 12 days ADO time must be accumulated per year.
- b) Cleaners may elect to accrue up to an additional 3 days for Easter and the summer vacation.
- c) The method in which ADO time is to be accumulated is to be negotiated at the school/workplace level.
- d) All ADO time must be made up for any periods the employee is absent from work (except for 38hr cleaners) with the exception of time off whilst on Workers Compensation.
- e) For non-school locations please refer to clause 4.6.4.

This Award Summary Sheet contains a summary of the major provisions of the Award/Certified Agreement. This information is not a definitive statement of what the award prescribes. Whilst every care has been exercised in the preparation of the information contained herein, members should not rely upon the information contained without recourse to the Award. The LHMU expressly excludes any liability to members for damages incurred as a result of reliance upon the information contained herein.

Employers are required by the Queensland Industrial Relations Act to display a full copy of the agreement at their place of business. A copy of the agreement can be obtained by members from the LHMU or Education Queensland.

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