

30 April 2018

The Chairperson
Board of Trustees
ADDRESS
ADDRESS
ADDRESS

Dear Colleague

Paid Union Meetings

The Executive of the Post Primary Teachers' Association has directed members covered by the STCA to attend a round of regional paid union meetings held under the provisions of Section 26 of the Employment Relations Act 2000.

The Executive will be briefing members and conducting a ballot of them in regards to negotiations for the Secondary Teachers' Collective Agreement which expires in October 2018.

The meeting which will involve your staff will be held on **DATE** at **TIME** at **VENUE**, and all teachers who are members of the PPTA and are covered by the Secondary Teachers' Collective agreement (STCA) have a right to attend this meeting.

In exceptional circumstances, such as when there are too few non-members to ensure safe supervision of students, the PPTA branch chairperson can be asked to ensure that sufficient members volunteer to remain behind to ensure this, as per Section 26 (3) of the Employment Relations Act. All efforts will be made to minimise disruption.

A register of those attending from your school will be provided to the board after the meeting.

Yours faithfully

NAME
PPTA Field Officer

cc. Principal
cc. PPTA branch chairperson