



Site Coordinator Group Talks Claim Form

School/Site _____

Site Coordinator _____

Professional Experience period: Semester ____ Year 20____

A group talk is a meeting with two or more QUT pre-service teachers (PSTs) conducted on site during normal class time. Topics for group talks might include site policies on behaviour management, curriculum, legal issues, etc. As per the Industrial Agreement, the claimable amount is \$12.28 per hour. Group talk hours do not need to be deducted from a teacher’s supervision hours.

Topic	No. of PSTs attending	Duration of talk (hours)
TOTAL		

Site Coordinator Signature _____ Date _____

To be submitted with Site Coordinator Professional Experience Payment Claim Form (page 1)