



BRISBANE GRAMMAR SCHOOL

A leading Australian day and boarding school (Years 5-12)

Expressions of Interest

Supply Teaching staff

Brisbane Grammar School is a non-denominational boys school of about 1700 students (Years 5-12) that overlooks the Brisbane CBD. The School maintains a strong tradition of academic excellence and operates extensive extracurricular and student wellbeing programs. The School is committed to the welfare and safety of students in its care.

The School offers an excellent work setting for staff, maintaining a calm, supportive, positive environment which supports the School's core business of teaching and learning.

Applicants for all teaching positions must be eligible for registration with the Queensland College of Teachers and should be sympathetic to the aims and ethos of independent schools.

We are committed to the welfare and wellbeing of all members of the School's community. In supporting this commitment, particularly the safety and wellbeing of the students in our care, the School's recruitment processes are set out in the **Recruitment and Selection Policy** and its approach to child protection is set out in its **Child Protection Policy and Child Risk Management Strategy**. These policies can be accessed on the School's website at www.brisbanegrammar.com/About/Policies. Potential candidates for all positions at the School should read and familiarise themselves with the processes and requirements of these policies prior to submitting an application. Candidates must disclose any information relevant to their suitability to work with children.

Your privacy is important to us. The [Standard Collection Notice](#) (available on our website) sets out how your personal information will be collected, managed and protected when you apply for employment at Brisbane Grammar School.

Application Process:

All applications should be sent via email to: supply@brisbanegrammar.com

NB. In the **subject line of your email**, please include your full name and position sought, including preferred subjects. Examples:

- *Peter Smith - Supply - Maths, Science and Physics*

Applicants should submit:

- 1) A brief cover email/letter which includes:
 - the subject/s for which you are qualified and prefer to teach
- 2) A full CV (including your QCT registration number or equivalent)
- 3) Evidence of Qualifications
 - Transcripts/Academic Records (Please note - this is not your Graduating Certificate)
- 4) Photo Identification (e.g. passport, or both sides of a Driver's License).

NB. All required documents (as detailed above) should be **combined into a single word document or pdf** and sent as an attachment to the email. Only submissions containing all of the above will be placed on our Supply Register which will be held on file for 12 months only.