To complete this request to undertake education placement where there is a conflict of interest, the pre-service teacher is required to identify and discuss the potential conflict of interest with leadership and develop strategies to minimize any potential risks.

Conflict of interest: Education placement

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| **Contact Details** | |
| Student No |  |
| Full Name |  |
| Mobile Number |  |
| Email |  |
| Placement unit name and code |  |
| Name of education setting |  |
| Proposed placement dates |  |

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| **What is the extenuating circumstance?** | |
| Why do you need to complete your placement in an education setting where there is a conflict of interest? |  |

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| **Identifying and managing the conflict of interest** | |
| The conflict of interest is due to a close personal relationship with: (circle one) | * The mentor teacher * A teacher on staff * An administrative staff member * A student * Other (please state): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| The conflict of interest is due to my paid employment for work undertaken as: | * A teacher * A teacher’s aide * Others (please state): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |
| Describe the conflict of interest. |  |
| Outline proposed arrangements for mimimising or managing the conflict of interest |  |

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| --- | --- |
| **Approved by (to be completed by leadership in the education setting)** | |
| Position Title and Name |  |
| Signature |  |
| Pre-service teacher’s name |  |
| Pre-service teacher’s signature |  |
| Date |  |