



VATE endeavours to provide access to high-quality workshops, seminars and planning sessions for all teachers of English in Victoria. Due to budget, geographical location or scheduling, some schools find it difficult to send multiple staff members to VATE events.

VATE consultancy matches the expertise of its network of experienced teachers, assessors and academics to schools' specific professional learning needs, bringing the professional learning to you without the complications and costs of travel or sourcing relief teachers. You can select from the options provided, or design your own custom professional learning session.

VATE Consultancy Fees

(prices are ex-GST)

Session Fees	VATE Member	Non-member	Other Fees
1 ½ hours	\$575	\$725	Travel, Meals, Accommodation Where a presenter from your area is not available, we may need to include the costs of travel, meals and overnight accommodation in order for a presenter to visit your location.
2 hours	\$650	\$800	
3 hours	\$775	\$925	
3 ½ hours – Full day			Session style and numbers Depending on the format and number of attendees, VATE reserves the right to negotiate fees.
Series of sessions	Fees negotiated		
Network of schools			

To have the best chance of booking your request, please aim to provide VATE with at least 6 weeks' notice prior to the intended consultancy date.

The following booking request form provides prompts for the design of your session. If you would like to discuss any particulars of the consultancy service and your proposed session, please contact the Education Officer at educationofficer@vate.org.au or on 03 9411 8500.

Office Use only

Consultant Payment

Session	\$
Transport	\$
Accommodation	\$
Total	\$

Consultant Shortlist

- Consultant Paid
- Consultant sourced
- Invoice Sent
- Payment Received
- Feedback requested from school
- Feedback provided to consultant



Contact Details

Name	Position
<input type="text"/>	<input type="text"/>
Contact phone number	Email
<input type="text"/>	<input type="text"/>
School/Organisation (please specify which campus where applicable)	
<input type="text"/>	
Address	Suburb
<input type="text"/>	<input type="text"/>
	Postcode
	<input type="text"/>
Is the PL to be conducted at the address listed above? <input type="radio"/> Yes <input type="radio"/> No. If No, please specify location	Is your organisation a VATE member? <input type="radio"/> Yes <input type="radio"/> No
<input type="text"/>	

Session Details

Proposed date(s)	Proposed time(s)
<input type="text"/>	<input type="text"/>
Proposed duration	Estimated number of teachers attending
<input type="radio"/> 1 ½ hours <input type="radio"/> 2 hours <input type="radio"/> 3 hours <input type="radio"/> Full day <input type="radio"/> Other	<input type="text"/>
<input type="text"/>	

Audio Visual Technology provision

Are you able to provide?

Projector screen Laptop HDMI cable VGA Cable Adaptors

Payment details

School purchase order number	Credit card <input type="radio"/> VISA <input type="radio"/> Mastercard
<input type="text"/>	<input type="text"/>
Invoicing will be performed after the consulting has been completed. For GST purposes this form will become a Tax Invoice when paid in full.	Expiry
ABN 22 667 468 657 Inc. No. A0013525E	Signature
	<input type="text"/>
	Name on card
	<input type="text"/>



Session contents

If there is a specific VATE conference session that you would like delivered at your school, please specify the conference, session and presenter where possible.

Alternatively, please select from the list below what you would like your session to cover

- | | |
|---|---|
| <input type="radio"/> Analysing and presenting argument | <input type="radio"/> Speaking and listening |
| <input type="radio"/> Assessment, marking, moderation and feedback | <input type="radio"/> Strategies for early career teachers |
| <input type="radio"/> Creative writing | <input type="radio"/> Students with additional needs |
| <input type="radio"/> Curriculum design and development | <input type="radio"/> Testing (including NAPLAN) and using data |
| <input type="radio"/> EAL | <input type="radio"/> Text selection |
| <input type="radio"/> Engaging boys in English | <input type="radio"/> Victorian Curriculum |
| <input type="radio"/> English Language | <input type="radio"/> Vocabulary and sentence construction |
| <input type="radio"/> Exam preparation | <input type="radio"/> Whole school literacy |
| <input type="radio"/> Film analysis | <input type="radio"/> Writing |
| <input type="radio"/> Grammar | |
| <input type="radio"/> Ideas and concerns in texts | |
| <input type="radio"/> Inclusive classrooms | |
| <input type="radio"/> Incorporating digital technologies | |
| <input type="radio"/> Indigenous texts and perspectives | |
| <input type="radio"/> Leadership and management skills | |
| <input type="radio"/> Literary perspectives | |
| <input type="radio"/> Mentoring | |
| <input type="radio"/> Middle Years strategies | |
| <input type="radio"/> Multimodal texts (Blogs, Podcasts, graphic novels, videogames etc.) | |
| <input type="radio"/> Poetry | |
| <input type="radio"/> Reading and comparing texts | |
| <input type="radio"/> Reading and creating | |
| <input type="radio"/> Reading and responding to texts/Essay writing | |
| <input type="radio"/> Reading strategies | |

If your consulting request is for a specific text, author or element not captured by this form, please outline here