

INFORMATION FOR TEACHERS GRANTED NON-PRACTISING REGISTRATION WHO INTEND TO RETURN TO TEACHING IN A VICTORIAN SCHOOL

Teachers may be granted non-practising registration for a period of up to five years. While holding non-practising registration they are unable to teach in a Victorian primary, secondary or special school. This information brochure outlines the procedures for returning to teaching from non-practising registration.

NOTIFICATION REQUIREMENTS

Notification of a return to teaching allows the Institute to grant a teacher twelve months registration during which time they can teach in a Victorian school. To be granted this registration teachers must:

- Provide the Institute with evidence of their academic qualifications
- Notify their date of return to teaching
- Revoke any waivers by payment of the annual fee and deal with any other outstanding matters

ACADEMIC QUALIFICATIONS

Teachers who were granted deemed registration when the Institute was established did not need to verify their qualifications. However, a teacher returning from non-practising registration will need to satisfy the qualification criteria for registration. These require that a teacher has completed four years of tertiary study including an approved course of teacher education or equivalent.

Teachers holding non-practising registration will be notified by the Institute if they need to provide evidence of their qualifications. The Institute may be able to access records of academic qualifications for teachers who have previously held registration with the Registered Schools Board. In the majority of cases a certified copy of a degree or diploma will provide adequate evidence.

TEACHERS WHO DO NOT HAVE A FOUR YEAR QUALIFICATION

Teachers who do not meet the Institute requirement of a four-year tertiary qualification or equivalent, including at least one year of teacher education, will not be able to have their full registration reinstated. On return to teaching from non-practising registration they will be granted permission to teach, which will allow them to teach in Victorian schools. If a teacher in this situation upgrades their qualifications to meet the Institute requirements their previous teaching experience will be recognised for the purpose of granting full registration.

If a teacher who has been granted non-practising registration does not meet the Institute qualification requirement they should contact one of the Institute staff members listed at the end of this brochure about the implications of this for their return to teaching.

NOTIFICATION OF THE DATE OF RETURN TO TEACHING

Teachers need to notify the Institute of the date when they intend to return to teaching. Teachers seeking work in casual relief or emergency teaching will need to provide this date, even if they have no certainty of employment. In most circumstances, applications for a return to active registration can be processed within 5 – 10 working days. Where a teacher needs to return to work urgently, the Institute will facilitate this process promptly if the qualifications of the teacher have already been validated, the annual fee paid and any other outstanding matters resolved.

Where a teacher holding non-practising registration also has a waiver, the granting of the twelve month period of registration to teach will be dependent upon the teacher revoking the waiver by paying the annual fee.

The Institute will confirm the starting date of the twelve month period of active registration. Teachers will be issued with a new card notifying this change of status that is valid for the twelve month period.

CONTINUATION OF PROFESSIONAL REGISTRATION BEYOND THE TWELVE MONTH PERIOD

For teachers to continue their registration beyond the initial twelve months of active registration, they must complete a process that confirms the currency and maintenance of their professional practice.

By the expiry of the twelve month period of active registration a teacher must have completed a minimum of:

- 10 days teaching, educational leadership or equivalent practice; and
- 20 hours of professional development activities with a reference to the standards of professional practice. These must include at least 10 hours of activities providing access to research and knowledge sourced from outside the immediate school environment.

CURRENCY OF PRACTICE

Ten days teaching, educational leadership or equivalent practice may include work in Victorian primary, secondary or special schools. Alternatively, it may include teaching in other settings, including early childhood and tertiary contexts, or working in other settings as education officers or educational leaders.

PROFESSIONAL DEVELOPMENT ACTIVITIES

Teachers may undertake some or all of the required 20 hours of professional development activities up to twelve months prior to returning to work. This could involve attendance at returning to teaching courses and seminars or other professional development courses and programs that will assist a return to work.

Activities that will be recognised by the Institute as meeting the requirement for 20 hours of professional development activities will correspond to those identified as meeting the professional practice requirements for renewal of registration. Information about these activities can be found on the Institute website <www.vit.vic.edu.au> on the Professional Learning pages.

The Institute is developing a professional development activities search facility, called Pdi, which will allow all teachers to access information about available professional development activities with a reference to the standards of professional practice. Pdi will be available for use from March 2008 and teachers will be provided with information about it and other support for continuing professional learning.

TEACHERS REQUIRING FURTHER INFORMATION

Specific information for teachers holding non-practising registration who are returning to work can be found on the Institute website at <www.vit.vic.edu.au>. If teachers wish to discuss their particular situation or require further clarification about any aspect of non-practising registration, they should contact any of the staff in the Standards and Professional Learning branch listed below:

CONTACT DETAILS FOR THE STANDARDS AND PROFESSIONAL LEARNING BRANCH

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