

**NOTIFICATION OF A DECISION TO REVOKE THE PROVISIONAL OR CONDITIONAL
ACCREDITATION OF A NEW SCHEME TEACHER
(Failure to meet the Professional Teaching Standards)**

1. BACKGROUND

Teacher Accreditation Authorities (TAAs) must revoke the provisional or conditional accreditation of new scheme teachers who fail to meet any of the requirements of the Professional Teaching Standards {*Institute of Teachers Act, 2004* sections 32 and 33(a) and 33(b)}.¹

This document is designed to provide TAAs with a mechanism to notify the Institute of Teachers of the revocation of the provisional or conditional accreditation of a new scheme teacher under sections 31(4), 33(a) and 33(b) of the Act. Revocation of accreditation for reasons of misconduct (in accordance with the meaning in the Act) and failure to pay fees are not described in these procedures.

A decision to revoke the provisional or conditional accreditation of a new scheme teacher can only be taken if the TAA has complied with the Institute of Teacher's **Accreditation Advice at Professional Competence**. Compliance with this policy includes completion of an Accreditation Report.

Revocation of accreditation has the following implications for new scheme teachers and Teacher Accreditation Authorities:

- provisionally and conditionally accredited new scheme teachers who have their accreditation revoked within their relevant period² of accreditation can apply for employment in a different Teacher Accreditation Authority³.
- new scheme teachers who fail to meet the requirements for the Professional Teaching Standards following expiration of the relevant period can no longer be employed as teachers in NSW (section 33).

The functions of the Institute of Teachers include monitoring the accreditation process across all schools as well as ensuring that the Professional Teaching Standards are applied fairly and consistently. In undertaking this function, the Institute will monitor the adherence to the Institute's policies by individual TAAs in relation to the accreditation of their new scheme teachers.

¹ These procedures do not relate to the revocation of teachers accredited at Professional Competence as described in Section 33(c). A separate policy is to be developed to meet the requirements of this section of the Act.

² The relevant period is defined in the Act as a maximum 3 year period for provisionally accredited teachers (or 5 years for casual, temporary and part time teachers) and a maximum 4 year period for conditionally accredited teachers (or 6 years for casual, temporary and part time teachers).

³ In these cases, the teacher will need to be reaccruited with a new TAA. The Institute will subsequently notify this new TAA as to the time remaining (within the relevant period) for the teacher to meet the Professional Teaching Standards.

2. NOTIFICATION OF THE REVOCATION OF PROVISIONAL AND CONDITIONAL ACCREDITATION OF NEW SCHEME TEACHERS

The following sections must be completed by TAAs and forwarded to the Institute when the accreditation of conditionally and provisionally accredited teachers is revoked.

Section I and Section II relate to the revocation of either the provisional or the conditional accreditation of a new scheme teacher. TAAs should complete either Section I OR Section II.

2.1 Completion of an Accreditation Report

Both Section I and Section II(b) are to include a completed Accreditation Report for the new scheme teacher.

It should be noted that the Institute of Teachers will not be reviewing individual revocation decisions. Completion of the Accreditation Report⁴ however, will support the application of fair and valid processes across TAAs generally. These reports will be used by the Institute of Teachers to monitor and analyse patterns of accreditations and revocations across the state.

In the case of revocation for failure to meet the standards, documentary evidence from the new scheme teacher is not required to be attached to the Accreditation Report. The report should clearly describe, with reference to the elements, where the teacher has been unable to meet the evidence requirements.

Complete EITHER Section I OR Section II

SECTION I NOTIFYING THE INSTITUTE OF TEACHERS OF A DECISION TO REVOKE THE PROVISIONAL ACCREDITATION OF A NEW SCHEME TEACHER

Failure to meet the professional teaching standards

I am writing to inform the NSW Institute of Teachers that I am revoking the provisional accreditation of _____ under section 33 of the
insert name and accreditation number

Institute of Teachers Act for failing to meet the Professional Teaching Standards. The decision to revoke his/her provisional accreditation has been taken following the implementation of and
please circle

adherence to the Institute of Teacher's **Accreditation Advice at Professional Competence.**

Teacher Accreditation Authority's name (please print)

Signature

⁴ The Accreditation Report proforma is found in the Accreditation Manual pp 77 – 81.

**SECTION II NOTIFYING THE INSTITUTE OF TEACHERS OF A DECISION TO
REVOKE THE CONDITIONAL ACCREDITATION OF A NEW SCHEME
TEACHER**

Teacher Accreditation Authorities should complete II(a) and/or II(b).

II(a) Failure to comply with section 31 (4)⁵

I am revoking the conditional accreditation of _____
insert name and accreditation number
under section 33 of the Institute of Teachers Act for failure to comply with this condition of their
accreditation.

II(b) Failure to meet the professional teaching standards

I am writing to inform the NSW Institute of Teachers that I am revoking the conditional accreditation
of _____ under section 33 of the
insert name and accreditation number
Institute of Teachers Act for failing to meet the Professional Teaching Standards. The decision to
revoke his/her conditional accreditation has been taken following the implementation of and
please circle
adherence to the Institute of Teacher's **Accreditation Advice at Professional Competence.**

Teacher Accreditation Authority's name (please print)

Signature

⁵ This section of the Act relates to the completion of the professional development or further teacher education (or both) that was a condition of the new scheme teacher's employment. New scheme teachers who fail to complete this requirement may have their accreditation revoked.