

# Maintenance and Renewal of Full Registration in the Northern Territory

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POLICY

# TRB

TEACHER REGISTRATION BOARD  
of the Northern Territory

# Maintenance and Renewal of Full Registration in the Northern Territory

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## 1. Overview

One of the functions of the Board is to administer the scheme of registration under Part 4 of the *Teacher Registration (Northern Territory) Act 2004* (the Act).

A person is eligible for full registration if the Board is satisfied they are eligible under section 30 of the Act.

Under section 31 of the Act, a person is eligible for provisional registration if the Board is satisfied the person does not have the prescribed professional experience and currency of practice for full registration, but is otherwise eligible for full registration under section 30.

If registration is granted, it is granted:

- For full registration – five years
- For provisional registration – three years

If registration is granted, it is subject to a condition that the teacher comply with the requirements of the Professional Development Framework, and any other conditions that the Board considers appropriate.

## 2. Purpose

This policy outlines the requirements for maintaining eligibility and renewal of full registration as outlined in the Act.

Every five years, fully registered teachers must meet the renewal requirements for registration as described in section 39 of the Act.

## 3. Scope

This policy outlines the requirements for fully registered teachers in their maintenance and renewal of their full registration.

## 4. Definitions

Word / Term	Definition
approved form	means a form approved by the Board.
Board	means the Teacher Registration Board of the Northern Territory established by section 6.
full registration	means full registration as a teacher granted under section 36(1).
prescribed	means prescribed by regulation.

Word / Term	Definition
professional development condition means	means for registration – the condition that the teacher to whom the registration has been granted comply with the requirements of the Professional Development Framework
Professional Development Framework	means the Framework approved by the Board under section 75.
provisional registration	means provisional registration as a teacher granted under section 36(1)(b).
registration	means provisional registration or full registration.
teacher	means: (a) a person who is qualified to program and deliver a course of instruction at a school and to assess the work of students in relation to that course of instruction
School	for the purposes of this policy, the term “school” refers to any educational setting. This includes, but is not limited to: early learning centres, higher education providers and corporate education offices

## 5. Policy

### 5.1 Maintaining eligibility for full registration

A person remains eligible for full registration if the Board is satisfied the person:

- Is a fit and proper person to teach as decided under section 32; and
- Is competent to teach as decided in accordance with the regulations; and
- Has the prescribed professional experience and currency of practice for full registration; and
- Meets any other prescribed requirement for registration – including the professional development condition

### 5.2 Application for renewal

It is the practice of the Board to deliberate upon, and decide the majority of the applications for renewal annually, at the last meeting of the year, the December Board meeting.

The Board will invite teachers to make an application for renewal 90 days prior to the December Board meeting.

The application must be:

- made in the approved form; and

- accompanied by the documents required by the approved form; and
- accompanied by the prescribed fee

Teachers will be unable to be granted renewal of registration after their term of registration has ended, that being, the end of a specified calendar year (31 December).

## 5.3 Requirements for Renewal

The Board will grant a renewal of registration if it is satisfied:

- The applicant continues to be eligible for full registration
- The applicant has complied with the conditions imposed on their registration

At the end of the five year registration period, teachers who hold full registration will be required to demonstrate retrospectively:

<b>Currency of Practice</b>	180 days of practice
<b>Professional Development</b>	100 hours minimum of ongoing engagement in professional development aligned to the Australian Professional Standards for Teachers, and Professional Development Framework
<b>Fit and Proper Person</b>	As outlined in section 32 of the Act

## 5.4 Teachers who do not meet renewal requirements

If a fully registered teacher is applying for a renewal of their full registration, but does not meet the eligibility requirements in accordance with section 30 of the Act, it is required that they declare if they cannot meet the eligibility requirements through their renewal of full registration application.

The following options are available:

- A teacher who is identified as not meeting the requirements for renewal of full registration, may acknowledge such ineligibility and instead apply for provisional registration; or
- A teacher who is identified as not meeting the requirements for renewal of full registration, may wish to proceed with the application, thereby accepting the outcome/s determined by the Board; or
- A teacher who is identified as not meeting the requirements for renewal of full registration, may not acknowledge such ineligibility, and instead choose to continue with an application for renewal, thereby accepting the outcome/s determined through the audit process (including that the teacher may no longer be considered eligible for full registration).

Section 39(2) of the Act pertains to when the Board must grant registration renewal to applicants. As such, the Board has the power to grant or refuse an application for renewal.

## 5.5 Audit

The Board, as a regulatory authority, has legislated responsibilities regarding teacher registration, including an obligation to comply with the requirements of the Act relative to the renewal of full registration.

In order to monitor compliance with the Act, the Board will conduct an audit of a sample of fully registered teachers each year.

Please refer to the Guide to Audit: Renewal of Full Registration for further information regarding this process.

## 6. Relative links

### 6.1 Relative Legislation

- *Teacher Registration (Northern Territory) Act 2004*
- Teacher Registration (Northern Territory) Regulations 2004

### 6.2 Relative Policies

- Audit of Renewal of Full Registration Policy
- Provisional Registration Policy
- TRB NT Professional Development Framework

### 6.3 Relative Guidelines

- Guide to Evidencing Impact for Northern Territory Teachers
- Guide to Audit: Renewal of Full Registration in the Northern Territory
- Australian Professional Standards for Teachers

## 7. Review

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