



FREQUENTLY ASKED QUESTIONS

ASSESSOR



Highly Accomplished Teacher and Lead Teacher

Are you interested in supporting the Highly Accomplished Teacher (HAT) or Lead Teacher (LT) certification process by becoming an assessor? This FAQ sheet is for you. There are separate FAQ sheets for HAT and LT applicants, referees and school leaders.

What is the role of the assessor in the certification process?

Two nationally trained assessors independently review each portfolio and complete the assessment process. Both assessors work together to make a recommendation to the Certifying Authority on whether an applicant demonstrates the [Australian Professional Standards for Teachers](#) (APST) at the relevant career stage, based on all of the evidence provided during the certification process. Final decision making is by the Certifying Authority.

What is the role of the assessor in the renewal of certification process?

Only one nationally trained assessor will review the application and make a recommendation to the Certifying Authority on whether an applicant continues to demonstrate the APST at the relevant career stage, based on the documentation provided during the renewal of certification process.

If the assessor cannot reach a decision, then a second assessor will become involved in the process. Final decision making is by the Certifying Authority.

What are the criteria to become an assessor?

Aspiring assessors should have successful teaching and/or educational leadership experience in a school setting, along with:

- a high level knowledge and understanding of the APST
- a general understanding of the Australian Institute for Teaching and School Leadership (AITSL) certification of Highly Accomplished and Lead Teachers process
- excellent understanding and articulation of current pedagogy and classroom practice
- demonstrated experience in observing teachers' practice

- high level analytical skills
- demonstrated high order interpersonal and communication skills.

How are assessors trained?

To ensure national consistency, assessors must complete the national Assessor Training Program (ATP) developed by AITSL. The ATP is targeted and comprehensive professional learning, which includes online courses completed in the trainee assessor's own time, along with supported interactive sessions led by the Queensland College of Teachers (QCT) as Certifying Authority.

What are the benefits of being an assessor?

Assessors who successfully complete the national ATP will:

- develop a comprehensive understanding of the APST, with specific knowledge of the HAT and LT standards
- develop an understanding of the certification process, and in particular of the role of assessors
- be capable of engaging in the certification process and making valid and consistent judgements when assessing an applicant's evidence against the HAT and LT standards
- be capable of undertaking informed classroom observations and locating a teacher's practice using the AITSL classroom practice continuum
- communicate effectively with fellow assessors and with applicants and school leaders.

Schools with a trained assessor on staff will benefit through the increased capability the assessor will add to the school. Professional learning for school staff in using the APST, and applying an evidence-informed approach supports teacher practice to positively impact on student learning.

Having developed a comprehensive understanding of the APST, the classroom practice continuum and the national certification

process, assessors are well positioned to lead discussion and implement school-wide policies and process that align to existing requirements, for example the performance review and collegial engagement processes.

How do I apply to become an assessor and how are they selected?

Your employer will invite applications from experienced teachers and school leaders in Queensland schools to undertake the national ATP. Application opportunities will be made available through the Department of Education or Queensland Catholic Education Commission.

Useful links

Queensland College of Teachers

[Guidelines for teachers applying for certification by the Queensland College of Teachers as Highly Accomplished Teachers and Lead Teachers](#)

[Guidelines for teachers applying for renewal of certification by the Queensland College of Teachers as Highly Accomplished Teachers and Lead Teachers](#)

[Highly Accomplished Teacher and Lead Teacher Certification policy](#)

[Renewal of certification policy](#)

Department of Education

[OnePortal - HAT and LT Page](#) - or search HAT and LT OnePortal

Queensland Catholic Education Commission

www.hatandlt.qcec.catholic.edu.au/

Australian Institute for Teaching and School Leadership

[Australian Professional Standards for Teachers \(APST\)](#)

[Guide to the Certification of Highly Accomplished and Lead Teachers in Australia](#)

[AITSL Teacher Self-Assessment Tool](#)

[Classroom Practice Continuum](#)

[AITSL certification documentary evidence supplement: HAT](#)

[AITSL certification documentary evidence supplement: LT](#)

[Guide to the Renewal of Certification of Highly Accomplished and Lead Teachers in Australia](#)

For further information please email the QCT's HAT and LT Team at: HATandLTCertification@qct.edu.au

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