

Permission to Teach

POLICIES



In Queensland, only approved teachers can undertake the duties of a teacher in a prescribed school. However, it is recognised that occasionally schools are challenged to find an appropriately qualified, registered teacher in certain subject areas and geographical locations. The Permission to Teach (PTT) process enables a person who is not registered to teach to be approved by the Queensland College of Teachers (QCT) to teach in a school under strict limitations. The QCT applies the following policies to PTT.

Permission to Teach policy

Purpose and measures

Purpose	To clarify for employing authorities the information they must provide to support an application for PTT, to ensure that PTT is granted only in circumstances where an appropriate registered teacher is not available.
Rationale	It is recognised that occasionally schools are challenged to find an appropriate registered teacher in certain subjects, discipline areas and geographical locations. This policy establishes the requirements for employing authorities to provide information to the QCT to support an application for PTT for the QCT to rely on in making a decision on a PTT application.
Performance measures	Number of applications processed by outcome for PTT.

Scope

This policy applies to all applications for PTT.

Policy statement

The *Education (Queensland College of Teachers) Act 2005* provides for employing authorities that are unable to find an appropriate registered teacher for a vacant position to offer the position to another person with the knowledge, qualifications, skills or training reasonably considered to be relevant to the teaching position. The employing authority may not employ a person to undertake the duties of a teacher unless that person has been approved by the QCT.

The employing authority must provide the QCT with full details of the teaching position for which the PTT is being sought. These details must include:

- the name and contact details of the person to whom the teaching position has been offered
- the name of the school
- the subject area/s and year levels the person will be expected to teach, and the full-time equivalent hours for each subject and year level
- the period for which the PTT is being sought.

An employing authority must declare that all recruitment strategies, including advertising, to find an appropriate registered teacher have been exhausted and confirm either that:

- no registered teachers were identified or responded to recruitment strategies, or
- registered teachers were identified but were unavailable or declined for other reasons, or
- registered teachers were identified or responded to recruitment strategies, but were determined to be not 'appropriate' for the particular vacancy.

In declaring one of these scenarios to be the case, the employing authority will provide the QCT with supporting information and/or documents as required by the QCT for it to be reasonably satisfied that an appropriate registered teacher is not available.

Provided the QCT is reasonably satisfied that an appropriate registered teacher is not available for the position, determination of eligibility for PTT is based on the applicant for PTT being suitable to teach and demonstrating that they have the knowledge, qualifications, skills or training considered by the QCT to be relevant to the teaching position for which the permission is sought.

The person who has been offered the position must apply to the QCT online on the approved PTT application form and provide required information and documents and other information and documents relevant to the particular position. The relevant fee must be paid.

The requirements for renewal of PTT shall be the same as they are for an application for PTT.

Monitoring of compliance with the relevant sections of the Act will be undertaken periodically by the QCT by means of an audit.

In order to effect this policy the QCT may, from time to time, enter into memorandums of understanding with employing authorities.

Legislation

Education (Queensland College of Teachers) Act 2005

S10 of the Act – Eligibility for permission to teach

S20 of the Act – Conditions

S28 of the Act – Application for renewal

Part 3 Division 1 of the Act - Period and renewal of full registration and permission to teach

English language proficiency policy

Purpose and measures

Purpose	To ensure applicants for PTT meet all professional practice requirements for PTT.
Rationale	Under the Education (Queensland College of Teachers) Regulation 2016, to be eligible for PTT in Queensland a person must, in addition to meeting the eligibility requirements specified in section 10(1)(a) to (c), be able to satisfy the QCT that they can communicate in spoken and written English at a professional level with students, parents, teachers and others.
Performance measures	Number of PTT applications processed by outcome with English language proficiency required

Scope

This policy applies only to applicants for PTT whose higher education study, or other study, including school education, qualifications or training relevant to the vacant position has been undertaken in a non-exempt country.

Policy statement

An applicant for PTT is required to provide evidence of English language proficiency with their application unless they have completed higher education study, or other study, including school education, qualifications or training relevant to the vacant position in an exempt country.

Applicants must provide either –

- an International English Language Testing System (IELTS) – Academic module test report form no more than two years old prior to applying for PTT, with a score of at least 7.0 in each of the four skill areas of Speaking, Listening, Reading and Writing, or
- an International Second Language Proficiency Ratings (ISLPR) assessment report no more than two years old prior to applying for PTT, with a rating of at least 4 in Speaking, Listening and Reading, and at least 3+ in Writing, or
- other evidence, including information, qualifications, training or experience, supported by professional references, that demonstrates English language proficiency in the four skill areas of Speaking, Listening, Reading and Writing at a professional level, to the satisfaction of the QCT.

Special consideration

Where the vacant position is for teaching of languages other than English (LOTE), in exceptional circumstances, a PTT may be granted to an applicant with a lower level of English language proficiency than that indicated above. For consideration, the applicant needs to provide –

- an IELTS (Academic) test report form or an ISLPR assessment report, or evidence of a test booking in the imminent future, and
- the reason/s why an exceptional circumstance applies to the PTT, and
- a statement, including a detailed plan, explaining how they are planning to work towards improving their English language proficiency over the period of time requested for the permission, and
- a statement of support from the principal who is endorsing the application as to the assistance the school will provide to help improve the applicant's English language proficiency during the period of time requested for the PTT.

Provided these requirements are met, and all other aspects of eligibility for PTT have been satisfied, the applicant may be granted PTT with a condition. The condition may vary according to individual situations, but would generally include a requirement for the holder of PTT to demonstrate (e.g. through the results of further English language proficiency testing) improvement in English language proficiency within a specified time-frame.

Definitions

Exempt countries - Australia, New Zealand, United Kingdom, United States of America, Canada, the Republic of Ireland.

Legislation

Education (Queensland College of Teachers) Regulation 2016
Section 10 – Additional requirement for professional practice for permission to teach

Education (Queensland College of Teachers) Act 2005

Section 10 – Eligibility for Permission to Teach

Section 20 – How college may decide application

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