

Professional Engagement (for the Renewal of Registration) Policy

POL8

1. Purpose

This policy outlines the professional engagement requirements for renewal of registration with the Teacher Registration Board of Western Australia (Board).

2. Scope

This policy applies to all applications for renewal of Full, Provisional and Limited Registration.

3. Background

The Teacher Registration Act 2012 (Act) details the requirements that must be satisfied before the Board may renew a teacher's registration under section 22. The obligation to meet a professional engagement requirement for the renewal of registration is provided through section 22(2)(c) as requirements prescribed in the Teacher Registration (General) Regulations 2012 (Regulations). In particular, Regulation 13(2)(a), (3)(a) and (4)(a) prescribe the requirements in relation to professional engagement.

4. Definitions

teach, at an educational institution —

(a) means to undertake duties at the institution that include any of the following —

- (i) the delivery of an educational program and the assessment of student participation in an educational program;
 - (ii) leading the delivery and assessment referred to in subparagraph (i), including managing others undertaking the delivery and assessment;
- but

(b) does not include to undertake the following duties in the following circumstances —

- (i) assistance with the delivery and assessment referred to in paragraph (a)(i) at an educational institution by a teacher's aide or a teacher's assistant at the institution;
- (ii) the delivery and assessment referred to in paragraph (a)(i) at an educational institution by a student teacher on practicum placement at the institution;
- (iii) duties undertaken by a person employed or engaged to provide care at a child care service but who is not employed or engaged to undertake the delivery, assessment or leadership referred to in paragraph (a) at the service;
- (iv) the delivery and assessment referred to in paragraph (a)(i) at an educational institution by an unpaid volunteer at the institution unless the volunteer is undertaking duties of a kind, or to an extent, prescribed for the purposes of this subparagraph;
- (v) duties undertaken by prescribed persons or in other prescribed circumstances.

educational institution means any of the following —

- (a) a school as defined in the *School Education Act 1999* section 4¹;
- (b) a kindergarten registered under the *School Education Act 1999* Part 5²;
- (c) a child care service³;

¹ A school means a government school or a non-government school.

² A kindergarten pursuant to Part 5 of the *School Education Act 1999* is a community kindergarten.

³ Child care service has the meaning given in section 4 of the *Child Care Services Act 2007*.

- (d) a detention centre⁴;
- (e) a centre-based service⁵;
- (f) any other prescribed institution for the purposes of this definition.

5. Policy

Renewal of registration is an application made during a period of registration to renew registration in the same category.

To be eligible for renewal of registration, a registered teacher must satisfy, amongst other things, the professional engagement requirements provided for in section 22(c) of the Act, and as detailed in this policy.

The Board may not grant registration unless it is satisfied that these requirements are met.

5.1 What is meant by professional engagement?

It is generally expected that to maintain currency of practice, a teacher is currently or has been actively engaged in teaching for a reasonable period of time. It is therefore a requirement that for the renewal of registration a teacher must have taught in an educational institution for a minimum period of time during their current period of registration.

The professional engagement requirement can also be met by days employed in an educational leadership role at an educational institution, in line with the definition of “*teach*, at an educational institution” in section 3 (a)(ii) of the Act⁶.

For the purposes of professional engagement requirements within the Act, “taught” means teaching undertaken in Australia and New Zealand.

5.2 Professional engagement requirement for the renewal of registration

As part of the application process for the renewal of teacher registration, a teacher is required to declare that they have met the requirements for professional engagement.

The professional engagement required (minimum days taught) to satisfy the registration renewal requirements is:

Category	Minimum number of professional engagement (days taught) required
Full Registration	100 full working days or a period of time that would be equivalent in hours.
Limited or Provisional granted for 3 years	60 full working days or a period of time that would be equivalent in hours.
Limited or Provisional granted for less than 3 years	Calculated on a pro rata basis for the period since the registration was last granted or renewed, to the date of application at the rate of 20 full working days for each year.

⁴ Detention centre has the meaning given in section 3 of the *Young Offenders Act 1994*.

⁵ Centre-based service has the meaning given in section 5(1) of the *Education and Care Services National Law (Western Australia)*

⁶ The definition ‘teach, at an educational institution’ in section 3 (a)(ii) of the Act includes those leading the delivery of an educational program and the assessment of student participation in such a program, including managing others undertaking the delivery and assessment.

5.3 Full working days

For those applicants who have worked on a part time, casual or relief basis, and who may not work for full days at a school, it is acceptable to demonstrate that the hours worked would be *equivalent* to the required number of full working days.

It is important to note that the professional engagement requirement in terms of time in teaching practice is not reduced for part time, casual and relief teachers. The requirement remains the same as for full time teachers and must be demonstrated in order to be eligible for renewal of registration.

A prospective applicant, who does not meet these requirements for renewal of Full Registration, may consider applying for registration in the Provisional Registration (Returning Teacher) category.

6. Sufficient reasons

Where an applicant for renewal of registration has not taught in an educational institution for the required number of days, the Board may consider whether sufficient reasons may exist to grant the renewal of registration.

Further detail with respect to the consideration of sufficient reasons in relation to the professional engagement requirement for renewal of registration and the factors that may be considered by the Board, is provided in the *Consideration of Sufficient Reasons for Registration Policy*.

7. Failure to satisfy the professional engagement requirements

In the absence of sufficient reasons, a failure to satisfy the professional engagement requirements for renewal may result in the refusal of a renewal application, which may, in some circumstances, result in the expiry of a teacher's registration.

Teachers in these circumstances may be eligible for an alternative category of registration, such as Provisional Registration (Returning Teacher).

8. Supporting information

[Teacher Registration Act 2012](#)
[Teacher Registration \(General\) Regulations 2012](#)

9. Change History

Approved	Version	Details	Approved By
16/5/2013	1	New Policy Issued	Board
14/03/2018	1.1	Removal of transitional details (prior to 7 December 2017) that no longer apply and clarifies activity not considered teaching.	Board
15/11/2023	2	Updated to align with amended Act	Board
Next Review Date		3 years	