Welcome to our twelfth circular about early childhood teacher registration. This circular contains important information about:

- Commencing ECT registration
- Why is registration so important?
- ECT Employer briefing presentation
- How to find out more about ECT registration

Future editions of the circular will focus on the renewal of registration and requirements for provisionally registered early childhood teachers.

**EARLY CHILDHOOD TEACHER REGISTRATION COMMENCES 30 SEPTEMBER!**

All qualified early childhood teachers who are employed or engaged as an early childhood teacher in a Victorian education and care service, a Victorian children’s service or early learning centre in a school need to be registered with the Victorian Institute of Teaching from 30 September 2015.

We’ve had an excellent response to registration so far, with over 4,500 early childhood teachers submitting an online application.

**For those who haven’t done so, it’s important you apply for early childhood teacher registration NOW.**

**Commencing ECT registration**

We are eagerly anticipating 30 September when early childhood teachers will appear on the register!

A large number of early childhood teachers have now submitted the online part of their
application. Approximately 2,000 applications have been completed and are ready for registration on 30 September. Our registration team is working flat out to finalise all applications by this date, however, only about 65% early childhood teachers have posted us the documentation to complete their application.

So if you’re one of the 35% who still have to send us documents of your qualifications and proof of identity, please do that as soon as possible.

Providing documentation

If you submitted the online part of your application some time ago, you will have been sent an email describing exactly what we need. Once we have your certified documents we can finalise your application and get you registered.

Our registration team would like to remind you that for the 100 points of identity required for the National Police History Check, most applicants provide a certified photocopy of their birth certificate or their passport AND a certified photocopy of their driver’s licence, so please don’t forget to include your driver’s licence (or one of the other category 2 documents).

Registration cards

All early childhood teachers who have successfully registered will ‘go live’ on the register on 30 September 2015 and ECT registration cards will posted out. However, if you’ve left your registration until the last minute then your name may not appear on the register until we have successfully processed your application.

Keep a close eye on the register so that you are the first to know when you have been registered. All registered teachers can expect their registration card to arrive at their postal address about 10 business days after their name appears on the register.

Why is registration important?

Similar to other professions, ECT registration provides recognition of early childhood teachers as teaching professionals who are qualified, suitable to teach and maintain their currency of practice.

Registration protects the public by ensuring that only qualified and suitable professionals are teaching Victorian children. This also protects the integrity of the profession because people not meeting these requirements cannot be registered.

For these reasons registration is supported by all peak bodies in the early childhood sector including the Department of Education and Training, Early Learning Association Australia, Municipal Association of Victoria, Early Childhood Australia (Victorian Branch), Australian Education Union and the Victorian Independent Education Union. Always remember what your registration means and be proud to call yourself a
ECT Employer briefing presentation

The ECT Employer briefings have concluded, but if you were unable to attend the briefing presentation can be downloaded from our [website](#).

Of particular interest to many employers was clarification of who must be registered: Any qualified teacher who is employed or engaged in the role of an early childhood teacher from 30 September 2015 must be registered with the Victorian Institute of Teaching.

However, exceptions to this occur when:

- A temporary approval is issued by the Secretary of the Department of Education and Training (or their nominee).
- A person is studying towards an ECT qualification and is taken to be an early childhood teacher under regulation 242 of the National Regulations.
- A person with a primary teaching qualification who replaces a registered early childhood teacher for a period not exceeding 12 weeks under regulation 135 of the National Regulations.

The Institute does not need to be notified in these circumstances and does not regulate these people.

How to find out more about ECT registration

Further information about registration as an early childhood teacher is available on our [website](#).

To receive this circular directly to your email address, complete and submit an [EC Circular subscription](#). Past copies of this circular are also available on our [website](#).

If you are unable to find the information you need about early childhood registration on the Institute [website](#), call and talk to us on the ECT hotline by calling **1300 977 263**. Our call centre is open from 8am to 6pm Monday to Friday (except on public holidays) and good times to call us are between 10:30am and 12:30 in the morning and 4:30 to 6pm in the afternoon.

Thank you for reading this circular and welcome to the profession. I look forward to working with you from 30 September.

Kind Regards

**MELANIE SABA**  
**CHIEF EXECUTIVE OFFICER**  
**VICTORIAN INSTITUTE OF TEACHING**