

Unregistered teaching practice: Common risks and how to prevent them

Ensuring that only appropriately registered or authorised individuals undertake teaching duties helps maintain the safety and wellbeing of children and young people and confidence in the teaching profession.

Anyone teaching in a Victorian school or early childhood setting must hold current VIT registration or a [permission to teach \(PTT\)](#) grant. This requirement applies even when teaching under supervision.

Most instances of unregistered or unauthorised teaching are not intentional. They can often be prevented when teachers and employers regularly check registration status, wait for the required approvals, and understand the conditions of registration and PTT grants.

The following case studies highlight common scenarios and the practical steps teachers and employers can take to help prevent them.



Case study 1: Teaching without registration after graduation

What happened?

Teacher A was employed as an early childhood teacher. In 2025, the early childhood service received transitional funding that allowed Teacher A to teach while completing their qualification. After graduating at the end of 2025, Teacher A continued teaching into 2026, but didn't apply for VIT registration until April 2026. A member of the public could not find Teacher A on the register of teachers and reported this to VIT.

What VIT did

The VIT reviewed the matter and confirmed that Teacher A had been teaching without registration. Teacher A was directed to stop teaching immediately while VIT assessed their application. The VIT also notified the early childhood service of the breach.

The service acknowledged it had not checked Teacher A's registration before allowing them to continue teaching after graduation. Following the incident, the service strengthened its processes to verify registration and monitor compliance.

What you can learn from this scenario

- Teachers must hold current registration before undertaking teaching duties in a school or early childhood service.
- Employers are responsible for checking and monitoring the registration status of teaching staff.
- Transitional arrangements may support a person while they complete their qualification, but they don't replace the requirement to hold VIT registration once they're qualified.
- Regular registration checks can help prevent unregistered teaching and support compliance with registration requirements.



Case study 2: Teaching before a PTT grant has been approved

What happened?

Applicant B was due to graduate from their initial teacher education program in 2026. School C identified a teaching position that it intended to fill using a PTT grant and submitted an application to VIT.

The VIT advised School C that the application was being assessed and that Applicant B couldn't begin teaching until both the school's application and Applicant B's grant had been approved. Despite this advice, School C allowed Applicant B to commence teaching before approval was granted.

What VIT did

The VIT reviewed the matter and confirmed that Applicant B had been teaching without the required approval. Applicant B was directed to stop teaching immediately and complete their part of the application for the PTT grant. The VIT also notified School C of the breach and prioritised the assessment of Applicant B's application once it was submitted.

School C acknowledged that it had not acted on VIT's advice and committed to strengthening its processes to ensure teaching doesn't commence before the relevant approvals are in place.

What you can learn from this scenario

- A person must not begin teaching under a PTT grant until VIT has approved both the school's application and the individual's PTT grant.
- Submitting an application doesn't authorise a person to teach.
- Employers must act on advice and communications from VIT and ensure all approvals are in place before teaching commences.
- Clear recruitment and onboarding processes can help prevent unregistered or unauthorised teaching.



Case study 3: Teaching outside the scope of a PTT grant

What happened?

Person D was granted PTT to teach Years 7 to 9 Mathematics at School E. Due to staffing pressures, School E later assigned Person D to teach Year 10 Science.

While Person D held a valid PTT grant, teaching Year 10 Science was outside the scope of the approval that had been granted by VIT.

What VIT did

The VIT reviewed the matter and confirmed that Person D was teaching outside the conditions of their PTT grant. Person D was directed to stop teaching Year 10 Science immediately. The VIT also notified School E of the breach and requested that teaching allocations be adjusted to align with the conditions of Person D's PTT grant. School E subsequently reassigned classes and reviewed its processes to ensure teaching allocations were consistent with PTT approvals.

What you can learn from this scenario

- PTT grants are approved for specific teaching duties and are subject to conditions.

- Teachers working under a PTT grant must only undertake teaching duties within the scope of their approval.
- Schools are responsible for ensuring teaching allocations align with PTT conditions.
- Changes to teaching duties should be reviewed to determine whether additional approval from VIT is required.

What you can do

These case studies show how easily registration and authorisation gaps can occur. Simple checks and clear processes can help teachers, applicants and employers meet their obligations and reduce the risk of unregistered or unauthorised teaching.

For teachers and applicants

- check your registration on the [register of teachers](#)
- set reminders for registration renewal and other important dates
- keep your contact details up to date in your [MyVIT account](#)
- wait for confirmation from VIT that your application for registration or PTT grant has been approved before commencing teaching
- read and understand the conditions of your registration or PTT grant and only undertake teaching duties within your approved scope.

For principals, services and employers

- verify registration details and any PTT conditions before a teacher commences employment
- use the [Employer portal](#) to maintain your Teacher List and monitor registration status
- schedule regular checks of your Teacher List, such as at the beginning of each term
- ensure teaching allocations align with the conditions of any PTT grant
- build registration and authorisation checks into recruitment, onboarding and timetabling processes
- review and act on all communications from VIT promptly.

We're here to help

We know registration and authorisation requirements can sometimes feel complex, particularly when managing recruitment, workforce pressures or changing staffing needs.

The VIT is here to support you with clear guidance, practical tools and regular communication to help you understand your obligations and meet them with confidence.

By taking simple, consistent steps, we can work together to support safe practice, reduce risk to child safety and maintain trust in the teaching profession.