

**From:** Victorian Institute of Teaching  
**Sent:** Friday 24 January 2014 10:21 AM **To:** DL All Schools  
**Sent:** Friday 24 January 2014 10:00 AM **To:** VRQA NGS  
**Subject:** Circular 3/2014 Programs for Supporting Provisionally Registered Teachers 2014

**VICTORIAN INSTITUTE OF TEACHING  
MESSAGE TO PRINCIPALS  
CIRCULAR 3/2014  
PROGRAMS FOR SUPPORTING PROVISIONALLY REGISTERED TEACHERS 2014**

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*This circular is being sent to principals of all schools.  
Please ensure that the principal receives this email.*

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Dear Principal

**SUPPORTING PROVISIONALLY REGISTERED TEACHERS (PRTs)**

Schools involved in mentoring and supporting PRTs need to be aware that in 2013 changes occurred to the full registration process as a result of adopting the Australian Professional Standards for Teachers. As a consequence the previous process that offered the three options has been phased out and is no longer accepted. This means that the hard copy forms that use the Victorian Standards have been discontinued and will not be accepted by the Institute.

For your information please refer to the attachments for the details of the various programs that the Institute runs to support and inform all involved in the full registration process.

**PROVISIONALLY REGISTERED TEACHER INFORMATION SESSIONS**

Attached are details for the PRT information sessions. Teachers need to attend ONE session only. Sessions begin on Tuesday 4 March, will be held progressively through Term 2 and conclude in Term 3.

Provisionally registered teachers are strongly encouraged to attend these seminars to ensure they are fully conversant with the process for full registration. Those attending receive detailed information along with resources to support and assist.

**PRINCIPAL BRIEFINGS**

The Institute conducts briefings across the state for all school principals. Most are held on the same day as the seminars for PRTs: refer to attachments for dates.

As well as information about the new process to apply for full registration there will be a focus around the Codes of Conduct and Ethics. These Codes have gained in prominence as a result of the move to Australian Standards. One of the descriptors: 'Meet codes of ethics and conduct established by regulatory authorities, systems and schools', has implications for PRTs as well as fully registered teachers who are renewing their registration.

**MENTOR PROGRAM TO SUPPORT PROVISIONALLY REGISTERED TEACHERS**

Circular 8/2013 provided detailed information about the mentor support program due to begin the week of Monday 10 February. This is a two day program with details about dates, venues and registration found on the Institute website at [www.vit.vic.edu.au](http://www.vit.vic.edu.au), select the 'Support' tab and then click on 'Support to train as a teacher mentor'.

As stated above, the implementation of Australian Standards resulted in changes to the process to apply for full registration. Schools need to ensure those new mentors, including

those who attended a program pre-2013 and are mentoring in 2014, register to attend the 2014 program.

The program is run in partnership with DEECD, with the support and input from Catholic Education Offices and the support of Independent Schools Victoria.

If you have any questions about these programs please contact Rhonda McPhee:

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