

From: Victorian Institute Of Teaching
Sent: Wednesday 26 February 2:00 PM **To:** DL All Schools
Sent: Wednesday 26 February 1:58 PM **To:** VRQA NGS
Subject: Circular 4/2014 Information for Principals regarding the Principal Briefings Program 2014

**VICTORIAN INSTITUTE OF TEACHING
MESSAGE TO PRINCIPALS
CIRCULAR 4/2014
INFORMATION FOR PRINCIPALS REGARDING THE PRINCIPAL BRIEFINGS
PROGRAM AND INFORMATION SESSIONS TO SUPPORT PROVISIONALLY
REGISTERED TEACHERS, 2014**

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

PRINCIPAL BRIEFINGS

The Institute will be conducting briefings across the state for all school principals. The purpose of the briefings is to provide:

- advice about supporting provisionally registered teachers applying for full registration
- a brief overview of information relating to the teaching profession
- a focus on the Codes of Conduct and Ethics. Principals will have the opportunity to workshop 'real' situations and to reflect on structures and processes in their schools.

These briefings will be held in conjunction with the seminars for provisionally registered teachers from Tuesday 4 March to Thursday 18 June. Venue details and registration forms are attached.

PROVISIONALLY REGISTERED TEACHER INFORMATION SESSIONS

Circular 3/2014 provided detailed information about the provisionally registered teachers' information sessions due to begin on Tuesday 4 March. Provisionally registered teachers are strongly encouraged to attend these seminars to ensure they are fully conversant with the process for full registration. Details about dates, venues and registration can be found on the Institute website at www.vit.vic.edu.au. Select the 'Support' tab and then click on 'Support to become fully registered'.

Please bring this information to the attention of provisionally registered teachers in your school.

For any queries relating to principal briefings and the provisionally registered teacher program, please contact:

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**MELANIE SABA
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