Accreditation at Highly Accomplished and Lead Teacher in NSW Public Schools Procedures

Moss Vale Public School

Department of Education

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Rationale

This document states the department's policy for the mandatory accreditation of teachers at Proficient Teacher level and the maintenance of that accreditation to meet the requirements of the Teacher Accreditation Act 2004 and the Education Standards Authority Act 2013.

Policy statement responsibilities and delegations

1.1

The department supports teachers seeking voluntary accreditation at the career stages of Highly Accomplished and Lead Teacher. The department works with the NSW Education Standards Authority (NESA) to ensure policy and procedures for accreditation and judgements about the accreditation of teachers are made in accordance with the legislative requirements of the Teacher Accreditation Act 2004.

1.2

Teachers must have achieved mandatory accreditation at the level of Proficient Teacher before applying for voluntary accreditation at Highly Accomplished or Lead Teacher. It is recommended that such teachers maintain one phase of accreditation at Proficient Teacher successfully before applying for voluntary accreditation at Highly Accomplished or Lead Teacher

1.3

Teachers applying for Highly Accomplished accreditation must have been assessed as satisfactory in their two most recent annual performance reviews. Teachers applying for accreditation at Lead Teacher level must have been assessed as satisfactory in their three most recent annual performance reviews

1.4

The Secretary has delegated the responsibility of Teacher Accreditation Authority at the Highly Accomplished and Lead Teacher career stages to Directors, Educational Leadership, who make the accreditation decision.

Audience and applicability

2.1

The policy and procedures apply to all staff in NSW public schools participating in the accreditation and maintenance processes of teachers at the Highly Accomplished and Lead Teacher.

Context

3.1

This policy is to be read in conjunction with:

- **Accreditation at Highly Accomplished and Lead Teacher Procedures (504.6 KB)**
- **Maintenance of Teacher Accreditation at Proficient, Highly Accomplished and Lead Procedures (PDF 557 KB)**
- **Australian Professional Standards for Teachers (NESA)**

Responsibilities and delegations

4.1 The Director, Educational Leadership

Directors, Educational Leadership are delegated as the Teacher Accreditation Authority at Highly Accomplished and Lead Teacher for teachers in NSW public schools.

Directors are responsible for:

- making final accreditation decisions at these levels
- communicating with NESA regarding teachers' accreditation submissions
- implementing this policy in the school and reporting as required to their Executive Director, School Performance..

4.2 Principals

Principals or line managers are responsible for:

- holding discussions with the teacher about undertaking accreditation
- supporting the teacher
- acting as a referee.

4.3 Teacher

Teachers who proceed with accreditation at the higher career stages are responsible for managing the accreditation process and maintenance of accreditation at the required level. Teachers who do not maintain accreditation at the higher level will revert to the accreditation career stage of Proficient Teacher.

Teachers are responsible for ensuring that they maintain their current level of accreditation whilst participating in the higher level accreditation process.

Monitoring, evaluation and reporting requirements

5.1

The Executive Director, Human Resources is responsible for monitoring the implementation of this policy and reviewing its effectiveness at least every three years.

Resources

6.1 Contact officer

Manager, Teacher Talent Programs,
Human Resources
02 9836 9091