**Employer Notification**

Section 67A of the *Teacher Registration (Northern Territory) Act*

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| **To** | | Teacher Registration Board of the Northern Territory | | | | | | |
|  | | **By post**  Director  Teacher Registration Board NT  GPO Box 1675  Darwin NT 0801 | | | | | **By email**  Director  [trbcomplaints.det@nt.gov.au](mailto:trbcomplaints.det@nt.gov.au) | |
| **From (employer)** | | Click here to enter text. | | | | | **Reference** | Click here to enter text. |
| **Full name of notifier** | | Click here to enter text. | | | | | **Position** | Click here to enter text. |
| **Email** | | Click here to enter text. | | | | | **Phone** | Click here to enter text. |
| **Teachers Details** | | | | | | | | |
| **Full Name** | | Click here to enter text. | | | | | **DOB** | Click here to enter text. |
| **Position** | | Click here to enter text. | | | | | **TRB #** | Click here to enter text. |
| **The Teacher Registration Board of the Northern Territory is hereby given notice pursuant to section 67A(1) of the *Teacher Registration (Northern Territory) Act* that the following event occurred** (tick relevant section/s and provide full details on page 2) | | | | | | | | |
|  | 1. The employer dismisses the person | | | | | | | Date dismissed:  Click here to enter a date. |
|  | **(b)** The person resigns or otherwise leaves the employment of the employer, in circumstance that call into question the person’s:  competence \*  fitness to teach | | | | | | | Date resigned:  Click here to enter a date.  Or date left employment:  Click here to enter a date. |
|  | **(c)** The employer takes any action against the person in relation to:  serious misconduct  lack of competence \*  fitness to teach  **Specify action taken against the person:** | | | | | | | |
|  |
| Immediate action taken: | | | | | | | |
| Removed from teaching duty | | | Suspension | | | | |
| Other: Click here to enter text. | | | | | | | |
| Action taken following an investigation and/or performance management process: | | | | | | | |
| Termination of employment  Suspension  Transfer  Caution/warning | | | | | Directed to undertake training/ counselling  Reduction in salary  Forego a benefit or entitlement | | |
| Other: Click here to enter text. | | | | | | | |
| **The Teacher Registration Board is hereby given notice within 28 days after the occurrence of the event with full details of the event and the circumstances involved pursuant to section 67A(2).** | | | | | | | | |
| **Date of the event** | | | Click here to enter a date. | | | | | |
| **Place where the event occurred** | | | Click here to enter text. | | | | | |
| **School where teacher was employed at the time of the event** | | | Click here to enter text. | | | | | |
| **Was an investigation/ performance management process commenced** | | | Yes  No | | Date commenced: Click here to enter a date.  Date finalised: Click here to enter a date. | | | |
| **Details and circumstances of the event and any actions taken**  (Where appropriate include the legislation, code or policy the teacher is believed to have breached.)  (For competency matters include the relevant standards/focus areas of the Australian Professional Standards for Teachers.)  Attach additional pages and documents as necessary. | | | Click here to enter text. | | | | | |
| **Legal action commenced**  (Criminal prosecution or civil matter such as fair work, antidiscrimination claim etc.) | | | Type of action: Click here to enter text.  Commenced by: Click here to enter text. | | | | | |
| **Other authorities aware of this matter** | | | The matter has been reported to:  NT Police  Department of Children and Families  Other: Click here to enter text. | | | | | |
| **Release of Documents**  The Board is required to provide the Teacher with procedural fairness during any Disciplinary proceedings under Part 6 of the *Teacher Registration (Northern Territory) Act*. If the Employer has an objection to the Board releasing any information provided to the Teacher, please advise in writing setting out the reason/s for the objection. Any objection to releasing a document will be considered.  **If no objection is received, it will be assumed that the Employer has provided consent to the release of the Employer Notification and any additional documents provided, to the Teacher.** | | | | | | | | |
| **Signature of Notifier:** Click here to enter text. | | | | | | | **Date:** Click here to enter a date. | |