

Fact Sheet

Notifications by Teachers

The objective of the *Teacher Registration (Northern Territory) Act 2004* (the Act) is to ensure that only persons who are fit and proper, appropriately qualified and competent to teach, are able to teach children in the Northern Territory. The Act now contains provisions pertaining to the information that teachers must share with the Board, including the timeframe that the notifications to the Board must be made.

What are teacher notification obligations?

You must notify the Board of:

- If another registration authority suspends, cancels, disqualifies, refuses, or imposes conditions on your registration.
- If you are charged with a sexual offence or other notifiable offence.
- If you cease to hold a valid Ochre Card
- Changes to your employment address.
- Changes to your personal details.
- If your qualifications are withdrawn.
- If you or your employer is ordered to pay damages or compensation in civil proceedings related to your teaching practice, or arising from events that occurred while the person was engaged in teaching.

What are the notifications about?

Sexual offences are those of a sexual nature in accordance with the *Criminal Code (NT)* and the *Criminal Code Act 1995* (Commonwealth). This includes, but is not limited to: offences relating to child abuse material, sexual servitude, sexual relationship with a child, indecent dealing with a child, and gross indecency in public; indecent assault, sexual intercourse and gross indecency without consent. Regulation 2A of the *Teacher Registration (Northern Territory) Regulations 2004* provides the full list of sexual offences.

Notifiable offences are those which are against the law in the Northern Territory, or outside of the Northern Territory, where the penalty that may be imposed for the offence includes imprisonment for a period of 12 months or more.

Personal details includes your name, residential address, telephone number, email address and details of any physical or mental impairment, disability, condition or disorder, including substance abuse or dependence, that may affect your eligibility for registration or authorisation.

Business address means the address of the school/educational facility at which you will be teaching, if known.

Ochre card is a Northern Territory Working with Children Clearance issued by the screening authority, SAFE NT.

Why do I need to make these notifications to the Board?

The Act requires teachers to notify the Board of certain information to ensure the Board upholds its' responsibility in ensuring that only people that are able to safely and competently teach children are registered or authorised to teach in the Northern Territory, and that the Board maintains complete records of all registered teachers and authorisations.

What are the timeframes for notifications?

You are required to notify the Board of information within the timeframes outlined in the table below.

	Initial	Ongoing
Personal Details	Upon application for registration or authorisation.	Within 90 days of any change to your personal details.
Business address	Immediately upon your business address being known.	Within 90 days of any change to your business address
Legal Action	Within 14 days of the start of legal action, including being charged with a sexual or another notifiable offence.	Within 14 days of being found guilty of a sexual or notifiable offence, including being ordered by a court to pay damages or compensation.
Ochre Card	If you cease to hold a valid Ochre Card for any reason, including if your Ochre card is revoked or it expired and you forgot to renew it, you must notify the Board within 14 days.	
Action taken by a teacher regulatory authority	Within 14 days of action taken in relation to your teacher registration by another registration authority.	

It is an offence to fail to make these notifications to the Board within the specified timeframes.

For more information, refer to the Board's website www.trb.nt.gov.au, contact the Office of the Board, or you may choose to seek legal advice.