

# PROGRESSING TO FULL REGISTRATION (P2F) OVERVIEW



## **Assess your readiness and seek Principal endorsement**

01

Ensure you meet the eligibility criteria (185 days of FTE teaching, including up to 20 days FTE from a school specific fixed term LAT). Complete the [AITSL self-assessment](#) to assess your readiness. Once you have Principal endorsement, attend a P2F Information Session, complete an EOI and supply your statement of service. Your Principal will also help to identify a Mentor and will establish a Workplace Panel.



## **Meet with your Mentor to develop your Inquiry question**

02

With your Mentor, use the S.M.A.R.T tool to help build an Inquiry question, based on content coming up in your planned work / selected for your focus learners and workplace priorities.



## **Develop your Inquiry Plan**

03

Use the Teacher Guidebook and Inquiry Plan Template to help plan your Inquiry. This could include assessment data, purpose, success criteria, strategies, planning for classroom observations and the resources or PL you need to support your Inquiry.



## **Implement your Inquiry Plan**

04

Teach your planned content (usually over 4-6 weeks). Gather evidence of the strategies used that relate to the standards and student outcomes. 3 x observations of your teaching. 1 x you observing another experienced (fully registered) teacher.



## **Complete professional responsibilities report**

05

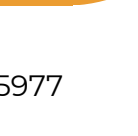
Document one professional discussion with your Mentor or other fully registered teacher. Ensure completion of Safeguarding Children and Young People reporting modules or program and get this signed by your Mentor.



## **Reflect and write up your Inquiry Plan**

06

Complete your Inquiry Plan, evaluate effectiveness of practice, collate artefacts (maximum of 10 pieces) and map against the APST using the evidence checklist. One piece of evidence can apply to a number of standards.



## **Present your Inquiry Plan to the Workplace Panel**

07

Present your Inquiry Plan to the Workplace Panel for assessment. You may need to refine your Inquiry Plan (depending on feedback). The Workplace Panel will make a recommendation.

## **Submit your application to the Teachers Registration Board**

08

Submit and email your Inquiry Plan and the Workplace Panel Report (no need to submit all of your evidence) to the TRB Professional Standards team and pay the registration fee. Keep your evidence for up to twelve months, for auditing purposes.



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