

Version
as at 22 October 2021



Teaching Council Rules 2016

(LI 2016/122)

Rules name: amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Pursuant to section 388 of the Education Act 1989, the Teaching Council of Aotearoa New Zealand, after consulting in accordance with subsection (3) of that section, makes the following rules.

Enacting statement: amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Contents

	Page
1 Title	5
2 Commencement	5
Part 1	
Preliminary provisions	
3 Interpretation	5
4 Overview	8
5 Transitional, savings, and related provisions	9
6 Notices	9
Part 2	
Making report or complaint to Teaching Council	
7 Application of this Part	9
8 Form of report or complaint	10
Part 3	
Criteria for reporting serious misconduct	
9 Criteria for reporting serious misconduct	10

Note

Changes authorised by subpart 2 of Part 2 of the Legislation Act 2012 have been made in this official reprint.
Note 4 at the end of this reprint provides a list of the amendments incorporated.

These rules are administered by the Teaching Council of Aotearoa New Zealand.

Part 4
**Investigation and referral of report, complaint, or other matter
by chief executive**

10	Application of this Part	12
11	Investigation and referral of report or complaint by chief executive	12
12	Notification to teacher and current employer of referral of report or complaint	13

Part 5
**Procedures of Complaints Assessment Committee for dealing
with reports and complaints that relate to teacher conduct**

13	Application of this Part	14
	<i>Process for investigation of reports and complaints</i>	
14	Referring reports and complaints to Complaints Assessment Committee and allocation to investigator	14
15	Investigator to carry out investigation	14
16	Teacher's response to investigation report	15
	<i>Procedure of Complaints Assessment Committee</i>	
17	Meeting of Complaints Assessment Committee regarding report or complaint	15
	<i>Notice of decision and referral to Disciplinary Tribunal</i>	
18	Notice of Complaints Assessment Committee's decision	16
19	Referral to Disciplinary Tribunal	16
20	Notice of charge or referral	16

Part 6
Proceedings in Disciplinary Tribunal

21	Application of this Part	17
	<i>Who conducts hearing and who are parties in Disciplinary Tribunal</i>	
22	Who conducts hearings	17
23	Parties	17
	<i>Procedure of Disciplinary Tribunal</i>	
24	Disciplinary Tribunal regulates own procedure	17
25	Procedural and administrative orders	18
26	Power to amend charge or notice of referral	18
27	Notice of hearing	18
28	Replacement of member if conflict of interest	18
	<i>Restrictions on who may be present when hearing held in private</i>	
29	Persons who may be present when hearing held in private	19

	<i>Revocation of order prohibiting publication</i>	
30	Application for revocation of order prohibiting publication	19
	<i>Evidence and powers of investigation of Disciplinary Tribunal</i>	
31	Evidence	19
32	Powers of investigation	19
33	Service of summons	20
34	Special protection for certain witnesses and vulnerable people	20
	<i>Orders of Disciplinary Tribunal</i>	
35	Orders of Disciplinary Tribunal	21
	<i>Interim suspension</i>	
36	Determination of application for interim suspension	22
37	Notice of interim suspension	22
	Part 7	
	Competence	
38	Application of this Part	22
	<i>Investigation and report regarding competence issues</i>	
39	Process before investigation	23
40	Investigation by professional practice evaluator	23
41	Report prepared by professional practice evaluator	23
	<i>Actions following report prepared by professional practice evaluator</i>	
42	Actions following report prepared by professional practice evaluator that recommends conditions be imposed	24
43	Actions following report prepared by professional practice evaluator that makes other recommendations	24
44	Teacher's response if report referred to Competence Authority	25
45	Meeting of Competence Authority	25
46	Replacement of member if conflict of interest	26
47	Conditions imposed	26
	<i>Notice of decision and disposal of matter</i>	
48	Notice of decision of Competence Authority	26
	Part 7A	
	Application for teacher registration referred to Registration Panel	
48A	Application of this Part	27
	<i>Referral of application for registration to Registration Panel</i>	
48B	Notification of referral of application to Registration Panel	28

<i>Procedure of Registration Panel</i>		
48C	Meeting of Registration Panel regarding application for registration	28
48D	Replacement of members if conflict of interest	29
<i>Notice of decision of Registration Panel</i>		
48E	Notice of Registration Panel's decision	29
Part 8		
Establishment, membership, and operation of disciplinary bodies, Competence Authority, and Registration Panel		
<i>Complaints Assessment Committee</i>		
49	Establishment of Complaints Assessment Committee	29
50	Powers of Complaints Assessment Committee	30
51	Operation of panels of Complaints Assessment Committee	30
52	Validity of proceedings	30
<i>Disciplinary Tribunal</i>		
53	Establishment of Disciplinary Tribunal	30
54	Chairperson of Disciplinary Tribunal	31
55	Operation of panels of Disciplinary Tribunal	31
56	Validity of proceedings	32
<i>Competence Authority</i>		
57	Establishment of Competence Authority	32
58	Membership of Competence Authority	32
58A	Operation of panels of Competence Authority	32
58B	Co-opted members	32
58C	Validity of proceedings	33
<i>Investigators and professional practice evaluators</i>		
59	Powers of investigators and competence assessors	33
60	Investigators and professional practice evaluators not personally liable and indemnity	33
<i>Registration Panel</i>		
60A	Membership of Registration Panel	34
60B	Powers and functions of Registration Panel	34
<i>Appointments to disciplinary bodies and Competence Authority</i>		
61	Term of appointment to disciplinary body, Competence Authority, or Registration Panel	34
62	Ceasing to hold position on disciplinary body or Competence Authority	35
<i>Conflicts of interest and confidentiality</i>		
63	Conflict of interest	36

64	Confidentiality	36
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Part 9

Police vetting of applicant for registration as teacher, practising certificate, or limited authority to teach

65	Procedures for Police vetting of applicants	37
66	Rights of person being vetted in relation to personal information	37

Part 9A

Refresh process

66A	Application of this Part	38
66B	Interpretation	38
66C	Refresh process for renewal of provisional practising certificates	39
66D	Refresh process for renewal of full category 1 practising certificates or full category 2 practising certificates	39
66E	Refresh process for renewal of relevant practising certificates for teachers who taught overseas and lack satisfactory recent teaching experience	39

Part 10

Revocations

67	Revocations	40
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Schedule 1

Transitional, savings, and related provisions

Rules

1 Title

These rules are the Teaching Council Rules 2016.

Rule 1: amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

2 Commencement

These rules come into force on 1 July 2016.

Part 1

Preliminary provisions

3 Interpretation

(1) In these rules, unless the context otherwise requires,—

Act means the Education and Training Act 2020

chief executive means the chief executive of the Teaching Council

child or young person means a person—

- (a) who is under the age of 16 years; or
- (b) who is, or was at the relevant time, a learner at a school or an early childhood education service

Code of Professional Responsibility means the code of conduct for teachers established and maintained by the Teaching Council under section 485 of the Act

Competence Authority means the Competence Authority established under the Act and these rules

complaint means a complaint described in rule 7(2)

Complaints Assessment Committee means the Complaints Assessment Committee established under the Act and these rules

controlled drug has the meaning given in section 2(1) of the Misuse of Drugs Act 1975

disciplinary body means the Complaints Assessment Committee or the Disciplinary Tribunal

Disciplinary Tribunal means the Disciplinary Tribunal established under the Act and these rules

impairment means an aspect of a teacher's mental or physical health or disposition that may adversely affect the teacher's ability to carry out his or her functions as a teacher competently and safely (for example, an addiction, a mental health condition, or a personality trait)

impairment process means a process established by the Teaching Council for assessment of, and assistance with, impairments

initiator means a person who makes a report or complaint to the Teaching Council

investigator means a person appointed by the Teaching Council to act as an investigator under these rules

list of authorised persons means the list of persons who have a limited authority to teach, kept under clause 21 of Schedule 3 of the Act

panel means a panel of the Complaints Assessment Committee, the Competence Authority, or the Disciplinary Tribunal, as applicable

professional practice evaluator means a person appointed by the Teaching Council to investigate and evaluate matters relating to competence

psychoactive substance has the meaning given in section 9 of the Psychoactive Substances Act 2013

register means the register kept under clause 8 of Schedule 3 of the Act

Registration Panel means the group of persons to whom the Teaching Council has delegated, under section 487 of the Act and rule 60B, powers relating to applications for teacher registration

report means a mandatory report described in rule 7(1)

Teaching Council means the Teaching Council of Aotearoa New Zealand continued by section 474 of the Act.

- (2) A term that is used in these rules and defined in the Act but not defined in these rules has the same meaning as in the Act.

Rule 3(1) **Act**: amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 3(1) **chief executive**: amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 3(1) **child or young person** paragraph (b): amended, on 19 May 2018, by rule 4(1) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 3(1) **Code of Professional Responsibility**: inserted, on 19 May 2018, by rule 4(5) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 3(1) **Code of Professional Responsibility**: amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 3(1) **Code of Professional Responsibility**: amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 3(1) **competence assessor**: revoked, on 19 May 2018, by rule 4(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 3(1) **Competence Authority**: replaced, on 19 May 2018, by rule 4(3) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 3(1) **controlled drug**: inserted, on 19 May 2018, by rule 4(5) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 3(1) **Education Council**: revoked, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 3(1) **impairment process**: amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 3(1) **initiator**: amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 3(1) **investigator**: amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 3(1) **list of authorised persons**: amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 3(1) **panel**: amended, on 19 May 2018, by rule 4(4) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 3(1) **professional practice evaluator**: inserted, on 19 May 2018, by rule 4(5) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 3(1) **professional practice evaluator**: amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 3(1) **psychoactive substance**: inserted, on 19 May 2018, by rule 4(5) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 3(1) **register**: amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 3(1) **Registration Panel**: inserted, on 19 May 2018, by rule 4(5) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 3(1) **Registration Panel**: amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 3(1) **Registration Panel**: amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 3(1) **Teaching Council**: replaced, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

4 Overview

- (1) These rules—
- (a) provide preliminary provisions (*see* this Part); and
 - (b) set out how to make a mandatory report or a complaint to the Teaching Council about a teacher (*see* Part 2); and
 - (c) set out the criteria for reporting serious misconduct (*see* Part 3); and
 - (d) provide a procedure for the chief executive to deal with reports and complaints about teachers in the first instance (*see* Part 4); and
 - (e) provide for the practices and procedures of the disciplinary bodies when dealing with reports, complaints, and other matters (*see* Parts 5 and 6); and
 - (f) provide for the practices and procedures of professional practice evaluators and the Competence Authority when dealing with matters relating to competence (*see* Part 7); and
 - (fa) provide for certain applications for teacher registration to be referred to a Registration Panel for determination (*see* Part 7A); and
 - (g) establish the disciplinary bodies and the Competence Authority and include provisions about their membership and operation, and the membership and operation of the Registration Panel (*see* Part 8); and
 - (h) provide for procedural requirements for Police vetting of applicants for registration as a teacher or for an authority to teach (*see* Part 9); and
 - (i) revoke various rules (*see* Part 10).
- (2) This rule is by way of explanation only, and, if any other provision in the Act or rules conflicts with it, the other provision prevails.

Rule 4(1)(b): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 4(1)(f): amended, on 19 May 2018, by rule 5(1) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 4(1)(fa): inserted, on 19 May 2018, by rule 5(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 4(1)(g): amended, on 19 May 2018, by rule 5(3) of the Education Council Amendment Rules 2018 (LI 2018/59).

5 Transitional, savings, and related provisions

The transitional, savings, and related provisions (if any) set out in Schedule 1 have effect according to their terms.

6 Notices

- (1) A notice, advice, or any other communication that is given or provided to a person under these rules may be given or provided—
 - (a) by delivering it personally or by an agent (such as a courier) to the person; or
 - (b) by sending it by post addressed to the person at the person's usual or last known place of residence or business; or
 - (c) by sending it by fax or email to the person's fax number or email address provided by the person for that purpose.
- (2) In the absence of proof to the contrary, a notice, advice, or any other communication given or provided to a person must be treated,—
 - (a) in the case of delivery by post under subclause (1)(b), as having been given or provided to the person when it would have been delivered in the ordinary course of post and, in proving the delivery, it is sufficient to prove that the letter was properly addressed and posted:
 - (b) in the case of delivery by fax or email under subclause (1)(c), as having been given or provided to the person on the second working day after the date on which it was sent.

Part 2

Making report or complaint to Teaching Council

Heading: amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

7 Application of this Part

- (1) This Part applies to mandatory reporting to the Teaching Council of the following matters:
 - (a) a dismissal or resignation of a teacher, under section 489 of the Act:
 - (b) a complaint about a teacher who is a former employee, under section 490 of the Act:
 - (c) possible serious misconduct of a teacher, under section 491 of the Act:
 - (d) a failure of a teacher to reach the required level of competence, under section 492 of the Act:
 - (e) a conviction of a teacher, under section 493 of the Act.
- (2) This Part also applies to complaints to the Teaching Council about the following matters:

- (a) the conduct of a teacher, made under section 495 of the Act;
- (b) a teacher's competence, made under section 506 of the Act.

Rule 7(1): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 7(1)(a): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 7(1)(b): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 7(1)(c): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 7(1)(d): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 7(1)(e): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 7(2): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 7(2)(a): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 7(2)(b): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

8 Form of report or complaint

- (1) In addition to the requirements specified in the Act, a report or complaint must—
 - (a) identify the teacher who is the subject of the report or complaint; and
 - (b) identify the initiator; and
 - (c) specify the matter that the report or complaint is about; and
 - (d) if possible, be accompanied by information that provides evidence of, or relates to, the matter that the report or complaint is about; and
 - (e) if possible, describe the outcome sought by the initiator, if any.
- (2) The chief executive may decline to take any action on a report or complaint that does not comply with the requirements in subclause (1)(a) to (c).

Part 3

Criteria for reporting serious misconduct

9 Criteria for reporting serious misconduct

- (1) A teacher's employer must immediately report to the Teaching Council in accordance with section 394 of the Act if the employer has reason to believe that the teacher has committed a serious breach of the Code of Professional Responsibility, including (but not limited to) 1 or more of the following:
 - (a) using unjustified or unreasonable physical force on a child or young person or encouraging another person to do so:

- (b) emotional abuse that causes harm or is likely to cause harm to a child or young person:
 - (c) neglecting a child or young person:
 - (d) failing to protect a child or young person due to negligence or misconduct, not including accidental harm:
 - (e) breaching professional boundaries in respect of a child or young person with whom the teacher is or was in contact as a result of the teacher's position as a teacher; for example,—
 - (i) engaging in an inappropriate relationship with the child or young person:
 - (ii) engaging in, directing, or encouraging behaviour or communication of a sexual nature with, or towards, the child or young person:
 - (f) viewing, accessing, creating, sharing, or possessing pornographic material while at a school or an early childhood education service, or while engaging in business relating to a school or an early childhood education service:
 - (g) acting dishonestly in relation to the teacher's professional role, or committing theft or fraud:
 - (h) being impaired by alcohol, a drug, or another substance while responsible for the care or welfare of a learner or a group of learners:
 - (i) permitting or acquiescing in the manufacture, cultivation, supply, offer for supply, administering, or dealing of a controlled drug or psychoactive substance by a child or young person:
 - (j) an act or omission that may be the subject of a prosecution for an offence punishable by imprisonment for a term of 3 months or more:
 - (k) an act or omission that brings, or is likely to bring, the teaching profession into disrepute.
- (2) Misconduct described in any of paragraphs (a) to (e) and (k) of subclause (1) may be—
- (a) a single act; or
 - (b) a number of acts forming part of a pattern of behaviour, even if some of the acts when viewed in isolation are minor or trivial.

Rule 9: replaced, on 19 May 2018, by rule 6 of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 9(1): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Part 4

Investigation and referral of report, complaint, or other matter by chief executive

10 Application of this Part

This Part applies to—

- (a) reports; and
- (b) complaints; and
- (c) matters relating to teacher conduct that the Teaching Council may refer to the Complaints Assessment Committee of its own motion under section 496(2) of the Act; and
- (d) matters relating to teacher competence that the Teaching Council may investigate of its own motion under section 506(3) of the Act.

Rule 10(c): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 10(c): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 10(d): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 10(d): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

11 Investigation and referral of report or complaint by chief executive

- (1) On receipt of a report or complaint, the chief executive may do any or all of the following:
 - (a) request further information from any person in order to assess what further action, if any, to take:
 - (b) appoint an investigator to make an initial investigation of the report or complaint:
 - (c) refer the report or complaint, or part of the report or complaint, to the Complaints Assessment Committee, a professional practice evaluator, the Teaching Council, or the teacher's current employer, as applicable:
 - (d) take no further action.
- (2) This rule does not limit the power of the Teaching Council (acting through the chief executive) to investigate and refer matters of its own motion in accordance with sections 496(2) and 506(3) of the Act.
- (3) When a matter is referred to the Complaints Assessment Committee or another body in accordance with sections 496(2) and 506(3) of the Act, it is to be treated as if a report or complaint had been made, subject to all necessary modifications in procedure.

Rule 11(1)(c): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 11(1)(c): amended, on 19 May 2018, by rule 7 of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 11(2): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 11(2): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 11(3): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

12 Notification to teacher and current employer of referral of report or complaint

- (1) If a referral is made to the Complaints Assessment Committee, a professional practice evaluator, or the Teaching Council, the chief executive must notify the teacher concerned that a referral has been made.
- (2) The notice of referral to the teacher must—
 - (a) include sufficient details so that the teacher understands the nature of the matter that the report or complaint is about (to the extent possible from the information received by the chief executive); and
 - (b) inform the teacher—
 - (i) of the next steps in the process; and
 - (ii) that the teacher may make submissions to the Complaints Assessment Committee, the professional practice evaluator, or the Teaching Council, as applicable; and
 - (iii) that the teacher’s current employer is being notified of receipt of the report or complaint, if applicable.
- (3) The chief executive must notify the teacher’s current employer of the referral, unless the chief executive considers notification is not appropriate.
- (4) A notice of referral to the teacher’s employer must describe the nature of the matter that the report or complaint is about.

Rule 12 heading: amended, on 19 May 2018, by rule 8(1) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 12(1): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 12(1): amended, on 19 May 2018, by rule 8(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 12(2)(b)(ii): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 12(2)(b)(ii): amended, on 19 May 2018, by rule 8(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 12(3): replaced, on 19 May 2018, by rule 8(3) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 12(4): inserted, on 19 May 2018, by rule 8(3) of the Education Council Amendment Rules 2018 (LI 2018/59).

Part 5

Procedures of Complaints Assessment Committee for dealing with reports and complaints that relate to teacher conduct

13 Application of this Part

This Part applies to reports and complaints about teacher conduct referred to the Complaints Assessment Committee.

Process for investigation of reports and complaints

14 Referring reports and complaints to Complaints Assessment Committee and allocation to investigator

- (1) If the chief executive refers a report or complaint to the Complaints Assessment Committee, the chief executive may—
 - (a) allocate the report or complaint to an investigator, who must investigate the report or complaint on behalf of the Complaints Assessment Committee and report to the Complaints Assessment Committee for a decision; or
 - (b) refer the report or complaint to the Complaints Assessment Committee without first allocating it to an investigator.
- (2) The chief executive may allocate a report or complaint to an investigator who also conducted an initial investigation of the report or complaint under rule 11.
- (3) The chief executive has the discretion to decide—
 - (a) which panel of the Complaints Assessment Committee to refer the report or complaint to; and
 - (b) the composition of any particular panel of the Complaints Assessment Committee to consider a report or complaint, subject to rule 51.

15 Investigator to carry out investigation

- (1) An investigator to whom a report or complaint has been allocated under rule 14 must—
 - (a) carry out an investigation of the report or complaint; and
 - (b) provide an opportunity for the teacher to comment on the report or complaint or provide evidence; and
 - (c) prepare an investigation report on the report or complaint for the Complaints Assessment Committee, and the report may include recommendations to the Complaints Assessment Committee as to the appropriate outcome.

- (2) An investigator is appointed by the chief executive to conduct investigations for the Complaints Assessment Committee and must not be a member of the Complaints Assessment Committee.
- (3) The investigator may require information to be provided to him or her under sections 496(4) and 497(7) of the Act.

Rule 15(3): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

16 Teacher's response to investigation report

- (1) The teacher concerned must be notified before the meeting at which the investigation report will be considered.
- (2) The teacher must be provided with the investigation report and documentation that will be provided to the Complaints Assessment Committee.
- (3) The teacher must be given an opportunity to comment on the investigation report before the Complaints Assessment Committee makes a final decision.

Procedure of Complaints Assessment Committee

17 Meeting of Complaints Assessment Committee regarding report or complaint

- (1) At a meeting of the Complaints Assessment Committee, the Complaints Assessment Committee must consider—
 - (a) the matter that the report or complaint is about; and
 - (b) in the case of a report or complaint that was allocated to an investigator, the investigator's report; and
 - (c) the teacher's response, if any.
- (2) A request for a teacher to be heard in person must not be unreasonably refused.
- (3) Before taking any action available to it under section 497 of the Act, the Complaints Assessment Committee may—
 - (a) adjourn the matter for further consideration; or
 - (b) refer the matter back to the investigator for further investigation.
- (4) Meetings of the Complaints Assessment Committee—
 - (a) may be in person, by telephone conference or video link, by exchange of email, or by any other means that are necessary or convenient; and
 - (b) must proceed as hearings on the papers, unless the Complaints Assessment Committee directs otherwise.
- (5) If the Complaints Assessment Committee decides that it will hear from the teacher concerned or the initiator, or another person, it may hear from him or her by telephone conference or video link, or by any other means that are necessary or convenient.

- (6) In the case of a complaint of misconduct that the Complaints Assessment Committee is satisfied is not serious misconduct, the Complaints Assessment Committee must use reasonable efforts to reach agreement between the teacher and the initiator on the course of action to be taken.

Rule 17(3): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Notice of decision and referral to Disciplinary Tribunal

18 Notice of Complaints Assessment Committee's decision

A notice of the Complaints Assessment Committee's decision must be sent, as soon as practicable,—

- (a) to the teacher; and
- (b) to the initiator; and
- (c) to the teacher's current employer, unless the Complaints Assessment Committee considers that sending the notice is inappropriate.

19 Referral to Disciplinary Tribunal

- (1) If the Complaints Assessment Committee refers a report, complaint, or other matter to the Disciplinary Tribunal, the Committee must—
- (a) prepare, sign, and file the charge; and
 - (b) prosecute the charge before the Disciplinary Tribunal.
- (2) In proceedings before the Disciplinary Tribunal, the Complaints Assessment Committee may be represented by counsel appointed by the chief executive (who may be an employee of the chief executive or external counsel engaged by the chief executive).

20 Notice of charge or referral

- (1) A charge of serious misconduct that is referred to the Disciplinary Tribunal must—
- (a) contain particulars that will clearly inform the teacher concerned of the substance of the grounds on which the Complaints Assessment Committee is referring the matter to the Disciplinary Tribunal; and
 - (b) specify the particulars of the charge.
- (2) A notice of referral must set out the details of the matter that is being referred to the Disciplinary Tribunal, and the reasons for the referral.
- (3) At the same time as a charge or notice of referral is sent to the Disciplinary Tribunal, a copy must be sent to—
- (a) the teacher concerned; and
 - (b) the initiator; and
 - (c) the teacher's current employer.

Part 6

Proceedings in Disciplinary Tribunal

21 Application of this Part

This Part applies to the proceedings of the Disciplinary Tribunal when it conducts a hearing of—

- (a) a charge of serious misconduct; or
- (b) another matter referred to it by the Complaints Assessment Committee.

Who conducts hearing and who are parties in Disciplinary Tribunal

22 Who conducts hearings

A charge laid with, or matter referred for hearing to, the Disciplinary Tribunal must be allocated by the chairperson—

- (a) to the Disciplinary Tribunal for a hearing; or
- (b) to a panel of the Disciplinary Tribunal for a hearing.

23 Parties

- (1) The parties to a hearing are—
 - (a) the teacher concerned; and
 - (b) the Complaints Assessment Committee, which acts as prosecutor.
- (2) The parties to a hearing are entitled to appear and be heard, in person or by a representative, at the hearing.

Procedure of Disciplinary Tribunal

24 Disciplinary Tribunal regulates own procedure

- (1) The Disciplinary Tribunal may, subject to the Act and these rules, regulate its own procedure in relation to hearings as it thinks fit.
- (2) Without limiting subclause (1), the Disciplinary Tribunal may—
 - (a) determine the time at which hearings may be held; and
 - (b) adjourn a hearing; and
 - (c) determine the place at which a hearing may be held; and
 - (d) determine whether a hearing is to be in person, by telephone conference or video link, or by any other means that is necessary or convenient; and
 - (e) determine who may attend a particular hearing; and
 - (f) determine that a person attending a hearing may do so by way of telephone conference or video link, or by any other means that is necessary or convenient; and
 - (g) prescribe or approve any forms for the purposes of hearings.

25 Procedural and administrative orders

The chairperson of the Disciplinary Tribunal, or a chairperson of a panel, may make any procedural or administrative order that the Disciplinary Tribunal may make that is preliminary or incidental to a hearing, including (without limitation) the following:

- (a) an order for discovery or inspection of documents:
- (b) an order for the filing of briefs of evidence:
- (c) a timetabling order:
- (d) an order relating to the way in which a witness may give evidence:
- (e) an order by consent of the parties.

26 Power to amend charge or notice of referral

- (1) The Disciplinary Tribunal may, before or during the hearing of a charge or notice of referral, amend the charge or notice of referral in any way.
- (2) However, the Disciplinary Tribunal may, at the request of the teacher concerned, adjourn the hearing if it is of the opinion that the teacher would be disadvantaged in his or her defence by reason of an amendment made or proposed to be made under subclause (1).

27 Notice of hearing

- (1) Notice of a hearing must be sent to—
 - (a) the parties to the hearing; and
 - (b) the teacher's current employer.
- (2) The notice must give the following details:
 - (a) the names of the parties:
 - (b) the date, time, and place of the hearing:
 - (c) the names of the members of the Disciplinary Tribunal who are assigned to conduct the hearing.
- (3) The teacher concerned must also be sent information explaining the procedure of the Disciplinary Tribunal and the teacher's rights and obligations in relation to the hearing.

28 Replacement of member if conflict of interest

- (1) A party may, by notice in writing sent within 5 days after receiving notice of the hearing, object to a member of the Disciplinary Tribunal who is assigned to conduct the hearing on the grounds that the member made the complaint or otherwise has a conflict of interest.
- (2) The chairperson of the Disciplinary Tribunal, or a chairperson of a panel, must determine whether the grounds of objection are valid and, if they are, must

replace the member objected to with another member in accordance with rule 63.

Restrictions on who may be present when hearing held in private

29 Persons who may be present when hearing held in private

If a hearing or part of a hearing is held in private in accordance with section 501(4) of the Act, only the following people may be present:

- (a) members of the Disciplinary Tribunal; and
- (b) any administrative officers that the chairperson considers are necessary; and
- (c) the parties and their representatives; and
- (d) the initiator (if any); and
- (e) the witness presenting evidence, and the witness's support person; and
- (f) any other person expressly authorised by the Disciplinary Tribunal to be present.

Rule 29: amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Revocation of order prohibiting publication

30 Application for revocation of order prohibiting publication

- (1) Any person may apply to the Disciplinary Tribunal for revocation of an order prohibiting publication made under section 501(6) of the Act.
- (2) The Disciplinary Tribunal may grant the application if it is of the opinion that it is proper to do so, having regard to the interests of any person (including the privacy of any initiator) and to the public interest.

Rule 30(1): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Evidence and powers of investigation of Disciplinary Tribunal

31 Evidence

At a hearing, the Disciplinary Tribunal may receive as evidence any document, record, or other information that may in its opinion assist it to deal with the matter before it, whether or not the document, record, or information would be admissible in a court of law.

32 Powers of investigation

- (1) For the purpose of dealing with a matter before it, the Disciplinary Tribunal, or a person authorised by it in writing to do so, may inspect and examine any documents, records, or other information produced at a hearing.

- (2) The Disciplinary Tribunal may require that any information produced to it be verified by statutory declaration or as otherwise specified by the Disciplinary Tribunal.
- (3) The Disciplinary Tribunal may of its own motion, or on the application of any party,—
 - (a) order that all or any part of any documents, records, or other information produced to it be supplied to any person appearing before the Disciplinary Tribunal; and
 - (b) impose any terms and conditions on the supply and use of the documents, records, or other information supplied.

33 Service of summons

- (1) A witness summons may be served—
 - (a) by delivering it to the person summoned, personally or by an agent; or
 - (b) by delivering it to the address of the person summoned, by a postal or courier service that receives acknowledgement of receipt at the address.
- (2) If a summons is served under subclause (1)(a), it must be served at least 24 hours before the attendance of the witness is required.
- (3) If a summons is served under subclause (1)(b), it must be served so that it is received at the address,—
 - (a) if the address is in New Zealand, at least 3 working days before the date on which the attendance of the witness is required; or
 - (b) if the address is outside New Zealand, at least 10 working days before the date on which the attendance of the witness is required.

34 Special protection for certain witnesses and vulnerable people

- (1) This rule applies to a person—
 - (a) who is a child or young person; or
 - (b) who is a person on whom, or in respect of whom, sexual acts are alleged to have been performed; or
 - (c) who is alleged to have been compelled or induced to perform sexual acts; or
 - (d) whose evidence before the Disciplinary Tribunal, in the Tribunal's opinion, relates to some other matter that may require the person to give intimate or distressing evidence.
- (2) Before a person described in subclause (1) begins to give evidence in the Disciplinary Tribunal,—
 - (a) the person must be advised that he or she has the right to give evidence in private; and

- (b) the person must be asked whether he or she would like to give evidence in private; and
 - (c) the Tribunal must consider whether it is proper to make an order, in accordance with section 501(6) of the Act, prohibiting publication of the name or particulars of the affairs of the person.
- (3) The Disciplinary Tribunal, in its discretion, may arrange for a person described in subclause (1) to give evidence by way of video link or any other alternative means.
- (4) If evidence before the Disciplinary Tribunal includes details relating to a person described in subclause (1), the Tribunal must consider whether it is proper to make an order, in accordance with section 501(6) of the Act, prohibiting publication of the name or particulars of the affairs of the person.

Rule 34(2)(c): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 34(4): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Orders of Disciplinary Tribunal

35 Orders of Disciplinary Tribunal

- (1) Orders of the Disciplinary Tribunal must be in writing.
- (2) An order, other than a procedural or an administrative order made by the chairperson of the Disciplinary Tribunal or the chairperson of a panel, must—
- (a) be signed by the chairperson; and
 - (b) include the reasons for the decision; and
 - (c) be notified to the following persons:
 - (i) the parties and their representatives; and
 - (ii) the teacher’s current employer; and
 - (iii) the initiator; and
 - (d) be published on the Teaching Council Internet site, unless an order is made that prohibits publication.
- (3) Every order takes effect on the date on which the order is received by the teacher concerned, unless a later date is specified in the order, in which case it takes effect on that later date.
- (4) Nothing in this rule prevents the Disciplinary Tribunal from making oral interlocutory orders immediately before, during, or immediately after a hearing for the purposes of ensuring compliance with these rules by any person.

Rule 35(2)(d): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

*Interim suspension***36 Determination of application for interim suspension**

On receipt of an application for interim suspension under section 498 of the Act, the chairperson of the Disciplinary Tribunal must consult, by telephone, email, or another method that is reasonably available, with at least 2 other members of the Tribunal as to whether the teacher's practising certificate or authority to teach should be suspended.

Rule 36: amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

37 Notice of interim suspension

- (1) Written notice of an order suspending a teacher's practising certificate or authority to teach must be sent immediately to—
 - (a) the teacher concerned; and
 - (b) the teacher's current employer; and
 - (c) the Complaints Assessment Committee; and
 - (d) the initiator; and
 - (e) the Teaching Council.
- (2) The notice must be in writing and must—
 - (a) specify the period of suspension; and
 - (b) give reasons for the suspension; and
 - (c) in the case of the notice sent to the teacher, include a description of the teacher's right to apply to have the order lifted or revoked.

Rule 37(1)(e): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Part 7 Competence

38 Application of this Part

This Part applies to a matter concerning a teacher's competence that has been referred by the chief executive to a professional practice evaluator or directly to the Teaching Council.

Rule 38: amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 38: amended, on 19 May 2018, by rule 9 of the Education Council Amendment Rules 2018 (LI 2018/59).

Investigation and report regarding competence issues

39 Process before investigation

A matter concerning a teacher's competence must be investigated only if it cannot, or appears unlikely to be able to, be dealt with satisfactorily by the teacher's current employer.

40 Investigation by professional practice evaluator

- (1) When investigating a report or complaint referred to him or her, a professional practice evaluator must determine whether he or she is satisfied that the teacher concerned has not attained the required level of competence, and, in doing so, the professional practice evaluator may take any of the actions in subclause (2).
- (2) The professional practice evaluator may take any steps that the professional practice evaluator considers are necessary, including 1 or more of the following:
 - (a) conducting, or arranging for, an evaluation or assessment of the teacher's competence;
 - (b) arranging and, if necessary, attending meetings between the teacher and other people;
 - (c) seeking further information from the teacher or the initiator;
 - (d) referring the teacher to an impairment process;
 - (e) requiring the teacher's employer or former employer to provide information in addition to information that has already been provided under section 507 of the Act.

Rule 40 heading: amended, on 19 May 2018, by rule 10(1) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 40(1): amended, on 19 May 2018, by rule 10(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 40(2): amended, on 19 May 2018, by rule 10(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 40(2)(e): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

41 Report prepared by professional practice evaluator

- (1) The professional practice evaluator must prepare a report after completing the investigation.
- (2) The report must include an assessment from the professional practice evaluator as to whether the teacher has attained the required level of competence.
- (3) If the assessment is that the teacher has not attained the required level of competence, then the report may recommend an appropriate outcome (as set out in section 508 of the Act).
- (4) A copy of the report must be provided to the teacher.

Rule 41 heading: amended, on 19 May 2018, by rule 11(1) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 41(1): amended, on 19 May 2018, by rule 11(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 41(2): amended, on 19 May 2018, by rule 11(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 41(3): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Actions following report prepared by professional practice evaluator

Heading: amended, on 19 May 2018, by rule 12 of the Education Council Amendment Rules 2018 (LI 2018/59).

42 Actions following report prepared by professional practice evaluator that recommends conditions be imposed

- (1) This rule applies if a report prepared under rule 41 recommends that—
 - (a) conditions be imposed on—
 - (i) the teacher’s practising certificate or authority to teach; or
 - (ii) any subsequent practising certificate or authority to teach issued to the teacher; or
 - (b) conditions be imposed under paragraph (a)(i) and the register or list of authorised persons be annotated in a specified manner in relation to the conditions imposed.
- (2) The professional practice evaluator must use reasonable efforts to reach agreement with the teacher in order to impose conditions (and annotate the register or list of authorised persons, if applicable).
- (3) If the professional practice evaluator is unable to reach agreement with the teacher, the professional practice evaluator may refer the report to the Competence Authority.

Rule 42 heading: amended, on 19 May 2018, by rule 13(1) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 42(2): amended, on 19 May 2018, by rule 13(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 42(3): amended, on 19 May 2018, by rule 13(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

43 Actions following report prepared by professional practice evaluator that makes other recommendations

- (1) If a report prepared under rule 41 recommends that—
 - (a) the teacher be referred to an impairment process, the professional practice evaluator may refer the teacher to an impairment process; or
 - (b) the teacher’s practising certificate, authority to teach, or registration be cancelled, the professional practice evaluator may refer the report to the Competence Authority; or

- (c) there be no further action, the professional practice evaluator may refer the report to the chief executive for a decision.
- (2) In any case, and instead of taking an action specified in subclause (1), the Chief Executive may refer the teacher directly to the Competence Authority.

Rule 43 heading: amended, on 19 May 2018, by rule 14(1) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 43(1)(a): amended, on 19 May 2018, by rule 14(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 43(1)(b): replaced, on 19 May 2018, by rule 14(3) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 43(1)(c): amended, on 19 May 2018, by rule 14(4) of the Education Council Amendment Rules 2018 (LI 2018/59).

44 Teacher's response if report referred to Competence Authority

- (1) If a report is referred to the Competence Authority, the teacher concerned must be notified of the meeting at which the report is to be considered.
- (2) At the time of notification, the teacher must also be provided with the report and any documentation that is to be provided to the Competence Authority.
- (3) The teacher must be given a reasonable opportunity to be heard, in person or by counsel or another representative, at a meeting of the Competence Authority.

Rule 44 heading: amended, on 19 May 2018, by rule 15(1) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 44(1): amended, on 19 May 2018, by rule 15(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 44(2): amended, on 19 May 2018, by rule 15(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 44(3): amended, on 19 May 2018, by rule 15(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

45 Meeting of Competence Authority

- (1) On receiving a report from a professional practice evaluator, the Competence Authority must consider the report at a meeting of the Competence Authority.
- (2) A meeting of the Competence Authority must include at least 3 members, and at least 1 of the members present must be from the same sector as the teacher (that is, early childhood, primary, or secondary).
- (3) The Competence Authority may do any of the following:
- (a) adjourn the matter for further consideration:
 - (b) decide to carry out any actions it has authority to take under the Act:
 - (c) take no further action:
 - (d) refer the matter back to the professional practice evaluator for further consideration.

- (4) A meeting of the Competence Authority may be in person, by telephone conference or video link, by exchange of email, or by any means that are necessary or convenient.

Rule 45(1): amended, on 19 May 2018, by rule 16(1) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 45(3): replaced, on 19 May 2018, by rule 16(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

46 Replacement of member if conflict of interest

- (1) A party may, by notice in writing sent within 5 days after receiving notice of the hearing, object to the assigning of a member of the Competence Authority to participate in the hearing on the grounds that the member was the initiator or otherwise has a conflict of interest.
- (2) The chief executive must determine whether the grounds of objection are valid and, if they are, must replace the member with another member in accordance with rule 63.

Rule 46: replaced, on 19 May 2018, by rule 17 of the Education Council Amendment Rules 2018 (LI 2018/59).

47 Conditions imposed

- (1) Any conditions imposed in accordance with the Act and these rules may include conditions designed—
- (a) to improve the teacher’s competence; and
 - (b) to restrict the teacher’s practice.
- (2) The chief executive must monitor whether the teacher complies with the conditions and the chief executive may refer the teacher to a professional practice evaluator if it appears that the teacher is not complying with or meeting the conditions.
- (3) If the chief executive is satisfied that a teacher has satisfactorily complied with the conditions imposed, the chief executive may release the teacher from the conditions.
- (4) The chief executive may approve the removal of any annotation on the register or list of authorised persons.

Rule 47(2): amended, on 19 May 2018, by rule 18 of the Education Council Amendment Rules 2018 (LI 2018/59).

Notice of decision and disposal of matter

48 Notice of decision of Competence Authority

The chief executive must, as soon as practicable, give written notice of the decision of the Competence Authority to the following people:

- (a) the teacher concerned; and
- (b) the teacher’s current employer; and

(c) the initiator.

Rule 48 heading: amended, on 19 May 2018, by rule 19(1) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 48: amended, on 19 May 2018, by rule 19(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

Part 7A

Application for teacher registration referred to Registration Panel

Part 7A: inserted, on 19 May 2018, by rule 20 of the Education Council Amendment Rules 2018 (LI 2018/59).

48A Application of this Part

- (1) This Part applies to an application for registration as a teacher if—
 - (a) the application raises concerns as to whether the applicant is of good character under clause 2(a) of Schedule 3 of the Act; or
 - (b) the application raises concerns as to whether the applicant is fit to be a teacher under clause 2(b) of Schedule 3 of the Act; or
 - (c) the applicant has previously applied to register as a teacher and that application was declined; or
 - (d) the applicant was previously registered as a teacher and that registration was cancelled under clause 6 of Schedule 3 of the Act; or
 - (e) the applicant previously held a practising certificate that was cancelled under clause 11 of Schedule 3 of the Act; or
 - (f) the application raises concerns relating to other criteria in clause 2 of Schedule 3 of the Act that the Teaching Council decides ought to be referred to the Registration Panel.
- (2) If any of the criteria in subclause (1) apply, the chief executive may refer the application to the Registration Panel.
- (3) The Registration Panel may make a decision on the whole application, not only the matter giving rise to the referral.

Rule 48A: inserted, on 19 May 2018, by rule 20 of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 48A(1)(a): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 48A(1)(b): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 48A(1)(d): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 48A(1)(e): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 48A(1)(f): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 48A(1)(f): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Referral of application for registration to Registration Panel

Heading: inserted, on 19 May 2018, by rule 20 of the Education Council Amendment Rules 2018 (LI 2018/59).

48B Notification of referral of application to Registration Panel

- (1) If an application for registration is referred to the Registration Panel, the chief executive must notify the applicant that a referral has been made.
- (2) The notice to the applicant must—
 - (a) include sufficient details so that the applicant understands the reason for the referral; and
 - (b) inform the applicant of the next steps in the process.
- (3) The applicant must be provided with any report or other documentation that will be provided to the Registration Panel.
- (4) The applicant must be given an opportunity to provide further information for the Registration Panel to consider, which may be in the form of written submissions.

Rule 48B: inserted, on 19 May 2018, by rule 20 of the Education Council Amendment Rules 2018 (LI 2018/59).

Procedure of Registration Panel

Heading: inserted, on 19 May 2018, by rule 20 of the Education Council Amendment Rules 2018 (LI 2018/59).

48C Meeting of Registration Panel regarding application for registration

- (1) At a meeting of the Registration Panel, the Registration Panel must consider an application for registration that has been referred to it and decide if the application meets the criteria for registration in clause 2 of Schedule 3 of the Act.
- (2) The applicant must be given a reasonable opportunity to be heard, in person or by counsel or another representative, at the meeting.
- (3) Before making a decision on an application for registration, the Registration Panel may do any of the following:
 - (a) request information from the applicant:
 - (b) request information from other persons, with the consent of the applicant:
 - (c) adjourn the matter for further consideration.
- (4) There must be at least 3 members at each meeting of the Registration Panel, where—
 - (a) at least 1 member must be a person who is not a teacher, an employer, or a member of an employing body; and

- (b) at least 2 members must hold current practising certificates; and
 - (c) if appropriate, at least 1 member must be from the same sector as the teacher (that is, early childhood, primary, or secondary sector).
- (5) A meeting of the Registration Panel may be in person, by telephone conference or video link, by exchange of emails, or by any other means that are necessary or convenient.

Rule 48C: inserted, on 19 May 2018, by rule 20 of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 48C(1): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

48D Replacement of members if conflict of interest

- (1) A party may, by notice in writing sent within 5 days after receiving notice of the hearing, object to the assigning of a member of the Registration Panel to participate in the hearing on the grounds that the member has a conflict of interest.
- (2) The chief executive must determine whether the grounds of objection are valid and, if they are, must replace the member with another member.

Rule 48D: inserted, on 19 May 2018, by rule 20 of the Education Council Amendment Rules 2018 (LI 2018/59).

Notice of decision of Registration Panel

Heading: inserted, on 19 May 2018, by rule 20 of the Education Council Amendment Rules 2018 (LI 2018/59).

48E Notice of Registration Panel's decision

A notice of the Registration Panel's decision must be sent to the applicant as soon as practicable.

Rule 48E: inserted, on 19 May 2018, by rule 20 of the Education Council Amendment Rules 2018 (LI 2018/59).

Part 8

Establishment, membership, and operation of disciplinary bodies, Competence Authority, and Registration Panel

Part 8 heading: replaced, on 19 May 2018, by rule 21 of the Education Council Amendment Rules 2018 (LI 2018/59).

Complaints Assessment Committee

49 Establishment of Complaints Assessment Committee

- (1) A Complaints Assessment Committee is established.
- (2) The Teaching Council must appoint the members of the Committee, subject to section 494 of the Act.

- (3) The Complaints Assessment Committee must comprise at least 5 people.

Rule 49(2): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 49(2): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

50 Powers of Complaints Assessment Committee

- (1) The Complaints Assessment Committee may exercise any or all of the functions and powers of the Teaching Council necessary for the Complaints Assessment Committee to deal with matters under these rules.
- (2) Subclause (1) does not restrict the ability of the Teaching Council to exercise any of its functions or powers.

Rule 50(1): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 50(2): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

51 Operation of panels of Complaints Assessment Committee

- (1) A panel of the Complaints Assessment Committee must comprise at least 3 people.
- (2) The majority of members in a panel must be teachers with a current practising certificate.
- (3) A panel may perform and exercise, in relation to a matter allocated to it, all the functions and powers of the Complaints Assessment Committee.

52 Validity of proceedings

- (1) The validity of proceedings or a decision of the Complaints Assessment Committee is not affected by—
- (a) a defect or deficiency in the appointment of a member of the Committee or a panel; or
 - (b) the temporary absence from a hearing of a member who is conducting the hearing.
- (2) However, all members must be present during the deliberations.

Disciplinary Tribunal

53 Establishment of Disciplinary Tribunal

- (1) A Disciplinary Tribunal is established.
- (2) The Teaching Council must appoint the members of the Disciplinary Tribunal, subject to section 494 of the Act.
- (3) The Disciplinary Tribunal must have at least 5 members.

Rule 53(2): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 53(2): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

54 Chairperson of Disciplinary Tribunal

- (1) The Teaching Council must appoint as chairperson of the Disciplinary Tribunal a person who—
 - (a) is not a member of the Teaching Council; and
 - (b) is a lawyer who has held a practising certificate issued under section 39(1) of the Lawyers and Conveyancers Act 2006 for at least 7 years.
- (2) The Teaching Council may appoint 1 or more deputy chairpersons.
- (3) A deputy chairperson must be qualified under these rules for appointment as the chairperson of the Tribunal.
- (4) A deputy chairperson may perform all the functions, and exercise all the powers, of the chairperson during the period of the deputy chairperson's appointment.

Rule 54(1): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 54(1)(a): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 54(2): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

55 Operation of panels of Disciplinary Tribunal

- (1) A panel of the Disciplinary Tribunal must consist of 3 members of the Tribunal, unless the chairperson directs that there be more than 3 members.
- (2) If a panel does not include the chairperson or deputy chairperson of the Tribunal, the chairperson of the Teaching Council must appoint a member of the panel to act as chairperson for the hearing.
- (3) Members of the Tribunal may be on more than 1 panel at a time.
- (4) A panel may perform and exercise, in relation to a matter allocated to it, all the functions and powers of the Tribunal.
- (5) The chairperson of the Tribunal may remove a member of a panel, and may substitute a different member, in order to comply with this rule or if it is otherwise in the interests of the just and efficient disposal of the proceedings before the panel.

Rule 55 heading: replaced, on 19 May 2018, by rule 22 of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 55(2): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

56 Validity of proceedings

- (1) The validity of proceedings or a decision of the Disciplinary Tribunal is not affected by—
 - (a) a defect or deficiency in the appointment of a member of the Tribunal or a panel; or
 - (b) the temporary absence from a hearing of a member who is conducting the hearing.
- (2) However, all members must be present during the deliberations.

*Competence Authority***57 Establishment of Competence Authority**

- (1) A Competence Authority is established.
- (2) The Teaching Council must appoint the members of the Competence Authority, subject to section 505 of the Act.

Rule 57: replaced, on 19 May 2018, by rule 23 of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 57(2): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 57(2): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

58 Membership of Competence Authority

- (1) The Competence Authority must have at least 5 members.
- (2) All members must hold a current practising certificate except for members appointed under section 505(3) of the Act.

Rule 58: replaced, on 19 May 2018, by rule 23 of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 58(2): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

58A Operation of panels of Competence Authority

- (1) A panel of the Competence Authority must comprise at least 3 people.
- (2) A panel may perform and exercise, in relation to a complaint, a report, or any other matter referred to it, all of the functions and powers of the Competence Authority.

Rule 58A: inserted, on 19 May 2018, by rule 23 of the Education Council Amendment Rules 2018 (LI 2018/59).

58B Co-opted members

The Competence Authority may co-opt up to 2 members onto the Authority for their specialist knowledge and expertise in relation to a particular complaint.

Rule 58B: inserted, on 19 May 2018, by rule 23 of the Education Council Amendment Rules 2018 (LI 2018/59).

58C Validity of proceedings

- (1) The validity of proceedings or a decision of the Competence Authority is not affected by—
 - (a) a defect or deficiency in the appointment of a member of the Competence Authority or a panel; or
 - (b) the temporary absence from a hearing of a member who is participating in the hearing.
- (2) However, all members must be present during the deliberations.

Rule 58C: inserted, on 19 May 2018, by rule 23 of the Education Council Amendment Rules 2018 (LI 2018/59).

Investigators and professional practice evaluators

Heading: amended, on 19 May 2018, by rule 24 of the Education Council Amendment Rules 2018 (LI 2018/59).

59 Powers of investigators and competence assessors

- (1) An investigator or a professional practice evaluator may exercise any or all of the functions and powers of the Teaching Council necessary for the investigator or professional practice evaluator to deal with matters under these rules.
- (2) Subclause (1) does not restrict the ability of the Teaching Council to exercise any of its functions or powers.

Rule 59(1): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 59(1): amended, on 19 May 2018, by rule 25 of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 59(2): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

60 Investigators and professional practice evaluators not personally liable and indemnity

- (1) An investigator or a professional practice evaluator is not personally liable for an act or omission of the investigator or the professional practice evaluator acting in his or her capacity as an investigator or a professional practice evaluator and in good faith.
- (2) The Teaching Council must indemnify an investigator or professional practice evaluator for acts or omissions done in his or her capacity as an investigator or a professional practice evaluator and in good faith.

Rule 60 heading: amended, on 19 May 2018, by rule 26(1) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 60(1): amended, on 19 May 2018, by rule 26(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 60(2): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 60(2): amended, on 19 May 2018, by rule 26(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

Registration Panel

Heading: inserted, on 19 May 2018, by rule 27 of the Education Council Amendment Rules 2018 (LI 2018/59).

60A Membership of Registration Panel

- (1) The Registration Panel must have at least 5 members.
- (2) The Teaching Council must appoint the members of the Registration Panel.

Rule 60A: inserted, on 19 May 2018, by rule 27 of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 60A(2): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

60B Powers and functions of Registration Panel

- (1) The Teaching Council delegates its powers and functions under clauses 1 to 4 of Schedule 3 of the Act to the Registration Panel in relation to applications for registration as a teacher to which Part 7A applies.
- (2) Registration Panel members are appointed to exercise the powers and perform the functions delegated under subclause (1) in accordance with—
 - (a) these rules; and
 - (b) guidelines and procedures published by the Teaching Council.

Rule 60B: inserted, on 19 May 2018, by rule 27 of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 60B(1): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

Rule 60B(1): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 60B(2)(b): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Appointments to disciplinary bodies and Competence Authority

61 Term of appointment to disciplinary body, Competence Authority, or Registration Panel

- (1) A term of appointment to a disciplinary body, the Competence Authority, or the Registration Panel must be no longer than 3 years.
- (2) Before appointing a person to a disciplinary body or the Competence Authority, the Teaching Council must—
 - (a) consult with interested representative groups and persons; and
 - (b) consider the person's personal attributes, including—
 - (i) his or her knowledge of, and experience in, the matters likely to come before him or her; and

- (ii) his or her knowledge of, and experience in, the type of work that he or she is likely to engage in if appointed; and
 - (c) consider the extent to which the person's appointment ensures a spread of experience and a balance of skills on the disciplinary body or the Competence Authority, as the case may be.
- (3) A person who is a member of a disciplinary body, the Competence Authority, or the Registration Panel may be reappointed as a member of that body.
- (4) However, the person may not be reappointed to that body for more than 3 consecutive terms (or a lesser period determined by the Teaching Council).

Rule 61 heading: amended, on 19 May 2018, by rule 28(1) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 61(1): amended, on 19 May 2018, by rule 28(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 61(2): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 61(3): amended, on 19 May 2018, by rule 28(2) of the Education Council Amendment Rules 2018 (LI 2018/59).

Rule 61(4): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

62 Ceasing to hold position on disciplinary body or Competence Authority

- (1) The Teaching Council may notify a member of a disciplinary body or the Competence Authority that, subject to the procedure in subclauses (2) and (3) being followed, he or she is to cease to hold office as a member on the date specified in the notice.
- (2) The notice to the member must state—
 - (a) the date on which it is proposed that the person is to cease to be a member; and
 - (b) the reasons why it is proposed that the person should cease to be a member; and
 - (c) that the member has an opportunity to respond to the proposal and that the Teaching Council must consider any response made before deciding whether to proceed with the proposal.
- (3) A person who has been notified in accordance with subclauses (1) and (2) ceases to be a member only after the person has had an opportunity to respond to the proposal and the Teaching Council has considered the person's response before deciding whether to proceed with the proposal.
- (4) Subclause (5) applies if a person who is a member of a disciplinary body or the Competence Authority ceases to hold office (whether in accordance with subclauses (1) to (3), or because he or she has resigned, or because his or her term or appointment has expired).
- (5) With the written agreement of the chairperson of the Teaching Council,—

- (a) the person remains in office until a successor is appointed; and
 - (b) even after a successor is appointed, the person may continue to serve as a member, for the purpose of completing a matter or thing that the member was involved in before ceasing to hold office.
- (6) A person who ceases to be a member of a disciplinary body or the Competence Authority is not entitled to any compensation or other payment or benefit relating to the person's removal from office, irrespective of the reason for that removal.

Rule 62(1): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 62(2)(c): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 62(3): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 62(5): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Conflicts of interest and confidentiality

63 Conflict of interest

- (1) A member of a disciplinary body, the Competence Authority, or the Teaching Council must not be involved in a matter if the member was the initiator.
- (2) Subclause (3) applies if a matter has been allocated to a panel of a disciplinary body or to the Competence Authority in which a member was the initiator or has a conflict of interest.
- (3) The chief executive must provide a replacement member if necessary to ensure that the panel or Authority consists of the required number of members.

Rule 63(1): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

64 Confidentiality

- (1) Information disclosed to, or held by, a competence assessor, the Competence Authority, or the Complaints Assessment Committee in respect of a report or complaint or other matter is confidential.
- (2) Despite subclause (1),—
 - (a) the Teaching Council may advise that a person is before the Complaints Assessment Committee or is subject to an investigation into his or her competence; and
 - (b) the Teaching Council may publish anonymised decisions of the Competence Authority and the Complaints Assessment Committee.

Rule 64(2)(a): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 64(2)(b): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Part 9

Police vetting of applicant for registration as teacher, practising certificate, or limited authority to teach

65 Procedures for Police vetting of applicants

- (1) The Teaching Council must obtain a Police vet of the following applicants for the following purposes:
 - (a) an applicant for registration as a teacher, to help determine whether the applicant is of good character and fit to be a teacher:
 - (b) an applicant for a practising certificate or renewal of a practising certificate, to fulfil the requirement that the applicant must have had a satisfactory Police vet within the past 3 years:
 - (c) an applicant for a limited authority to teach, to help determine whether the applicant is of good character and fit to hold a limited authority to teach.
- (2) The Teaching Council must, in relation to an applicant for whom a Police vet is required,—
 - (a) advise the applicant that his or her application will not be considered unless a Police vet is obtained; and
 - (b) request from the applicant the information necessary for the Police vet to be carried out.
- (3) If an applicant does not consent to a Police vet or does not provide the information necessary for a Police vet to be carried out, the Teaching Council must not take any further steps in relation to his or her application, including obtaining a Police vet.
- (4) The Teaching Council must establish and maintain with the Police secure information-sharing processes that relate to Police vets.

Rule 65(1): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 65(2): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 65(3): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 65(4): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

66 Rights of person being vetted in relation to personal information

- (1) The Teaching Council must ensure that strict confidentiality is maintained for the information obtained through a Police vet.
- (2) The Teaching Council must not take any adverse action as a result of the information obtained through the Police vet until the applicant—
 - (a) has validated the information contained in the result; or

- (b) has been given a reasonable opportunity to refute the information, but has failed to do so within a reasonable period.
- (3) In determining whether to take adverse action as a result of the information obtained through the Police vet, the Council must have regard to—
 - (a) the safety of the children in the relevant school or early childhood education service; and
 - (b) the reputation of the teaching profession.

Rule 66(1): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Rule 66(2): amended, on 29 September 2018, by section 12 of the Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35).

Part 9A

Refresh process

Part 9A: inserted, on 22 October 2021, by rule 4 of the Teaching Council Amendment Rules 2021 (LI 2021/322).

66A Application of this Part

This Part applies if—

- (a) a teacher submits an application to renew a relevant practising certificate; and
- (b) the teacher is unable to satisfy the requirements of clause 10(6)(a) of Schedule 3 of the Act; and
- (c) the Teaching Council must consider whether it is satisfied that the teacher meets the requirements of clause 10(6)(b) of Schedule 3 of the Act, including the applicable refresh process specified in this Part.

Rule 66A: inserted, on 22 October 2021, by rule 4 of the Teaching Council Amendment Rules 2021 (LI 2021/322).

66B Interpretation

In this Part, unless the context otherwise requires,—

refresh process, in relation to a relevant practising certificate, means the requirements specified in rule 66C, 66D, or 66E for renewing the relevant practising certificate

relevant practising certificate means—

- (a) a provisional practising certificate;
- (b) a full category 1 practising certificate;
- (c) a full category 2 practising certificate.

Rule 66B: inserted, on 22 October 2021, by rule 4 of the Teaching Council Amendment Rules 2021 (LI 2021/322).

66C Refresh process for renewal of provisional practising certificates

- (1) A teacher must complete a new or beginning teacher practice plan before the Teaching Council may issue a renewed provisional practising certificate if the teacher—
 - (a) applies to renew their provisional practising certificate; and
 - (b) lacks satisfactory recent teaching experience; and
 - (c) has completed their teaching qualification less than 5 years before their application.
- (2) However, unless the Teaching Council grants an exemption, a teacher must complete a teacher education refresh programme before the Teaching Council may issue a renewed provisional practising certificate if the teacher—
 - (a) has been unable to gain satisfactory recent teaching experience for a period of 5 years or more; or
 - (b) has held a provisional practising certificate for a period 5 years or more.

Rule 66C: inserted, on 22 October 2021, by rule 4 of the Teaching Council Amendment Rules 2021 (LI 2021/322).

66D Refresh process for renewal of full category 1 practising certificates or full category 2 practising certificates

- (1) A teacher must complete a return to practice plan before the Teaching Council may issue a renewed full category 1 practising certificate or a renewed full category 2 practising certificate if the teacher—
 - (a) applies to renew their full category 1 practising certificate or full category 2 practising certificate; and
 - (b) lacks satisfactory recent teaching experience.
- (2) However, a teacher may be required to complete a teacher education refresh programme before the Teaching Council may issue a renewed full category 1 practising certificate or a renewed full category 2 practising certificate if the teacher has, over a period of 5 years or more, renewed their full category 1 practising certificate or full category 2 practising certificate by means of completing a return to practice plan.

Rule 66D: inserted, on 22 October 2021, by rule 4 of the Teaching Council Amendment Rules 2021 (LI 2021/322).

66E Refresh process for renewal of relevant practising certificates for teachers who taught overseas and lack satisfactory recent teaching experience

Despite anything in rules 66C and 66D, unless the Teaching Council grants an exemption, a teacher must complete a teacher education refresh programme before the Teaching Council may issue a relevant practising certificate if the teacher—

- (a) applies to renew a relevant practising certificate; and

- (b) has taught overseas in a role (or roles) that is (or are) not equivalent to a teaching position in New Zealand; and
- (c) lacks satisfactory recent teaching experience.

Rule 66E: inserted, on 22 October 2021, by rule 4 of the Teaching Council Amendment Rules 2021 (LI 2021/322).

Part 10 Revocations

67 Revocations

The following rules are revoked:

- (a) New Zealand Teachers Council (Amendment and Replacement of Rules) Rules 2004 (SR 2004/141):
- (b) New Zealand Teachers Council (Competence) Rules 2007 (SR 2007/306):
- (c) New Zealand Teachers Council (Conduct) Rules 2004 (SR 2004/143):
- (d) New Zealand Teachers Council (Impairment Process) Rules 2009 (SR 2009/108):
- (e) New Zealand Teachers Council (Making Reports and Complaints) Rules 2004 (SR 2004/144).

Schedule 1 Transitional, savings, and related provisions

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Part 1 Provisions relating to these rules as made

1 Continuation of matters begun before 1 July 2015

- (1) This rule applies to a report, complaint, or other matter under the rules listed in rule 67(b) to (e) that—
 - (a) was begun before 1 July 2015; and
 - (b) is yet to be determined or completed on the commencement of these rules.
- (2) The report, complaint, or other matter must be determined or completed by the Education Council in accordance with the rules in force immediately before the commencement of these rules as if the Education Council were the Teachers Council.

2 Continuation of matters begun on or after 1 July 2015 and before commencement of these rules

- (1) This rule applies to a report, complaint, or other matter under the rules listed in rule 67(b) to (e) that—
 - (a) was begun on or after 1 July 2015; and
 - (b) was begun before the commencement of these rules; and
 - (c) is yet to be determined or completed on the commencement of these rules.
- (2) The report, complaint, or other matter must be determined or completed by the Education Council in accordance with the rules in force immediately before the commencement of these rules as if the Education Council were the Teachers Council.
- (3) Despite subclause (2), the teacher who is the subject of a report, complaint, or other matter under a rule listed in rule 67(b), (c), or (e) may, with the agreement of the Education Council, elect to have the report, complaint, or other matter determined or completed in accordance with the alternative process described in subclause (4).
- (4) The alternative process is that the report, complaint, or other matter is determined or completed by the Education Council under these rules, from the point in the process it has reached, as if it had been made under these rules.

Part 2

Provisions relating to Education Council Amendment Rules 2018

Schedule 1 Part 2: inserted, on 19 May 2018, by rule 29 of the Education Council Amendment Rules 2018 (LI 2018/59).

3 Possible serious misconduct by teacher that occurred before 19 May 2018

- (1) For the purposes of section 491 of the Act, possible serious misconduct by a teacher that occurred before 19 May 2018 must be reported and dealt with in accordance with the principal rules that were in force immediately before that date.
- (2) This clause applies even if the possible serious misconduct was discovered or reported on or after 19 May 2018.

Schedule 1 Part 2 clause 3(1): amended, on 1 August 2020, by section 668 of the Education and Training Act 2020 (2020 No 38).

4 Registration applications received on or after 19 May 2018 may be considered by Registration Panel

Only applications for registration as a teacher received by the Education Council on or after 19 May 2018 may be considered by the Registration Panel.

Dated at Wellington this 25th day of May 2016.

Barbara Ala'alatoa,
Chairperson of the Education Council of Aotearoa New Zealand.

Issued under the authority of the Legislation Act 2012.
Date of notification in *Gazette*: 2 June 2016.

Reprints notes

1 *General*

This is a reprint of the Teaching Council Rules 2016 that incorporates all the amendments to those rules as at the date of the last amendment to them.

2 *Legal status*

Reprints are presumed to correctly state, as at the date of the reprint, the law enacted by the principal enactment and by any amendments to that enactment. Section 18 of the Legislation Act 2012 provides that this reprint, published in electronic form, has the status of an official version under section 17 of that Act. A printed version of the reprint produced directly from this official electronic version also has official status.

3 *Editorial and format changes*

Editorial and format changes to reprints are made using the powers under sections 24 to 26 of the Legislation Act 2012. See also <http://www.pco.parliament.govt.nz/editorial-conventions/>.

4 *Amendments incorporated in this reprint*

Teaching Council Amendment Rules 2021 (LI 2021/322)

Education and Training Act 2020 (2020 No 38): section 668

Education (Teaching Council of Aotearoa New Zealand) Amendment Act 2018 (2018 No 35): sections 11–12

Education Council Amendment Rules 2018 (LI 2018/59)