Framework for Professional Recognition/Registration:
Advice and Guidance for Teachers

August 2007
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A Introduction

Over the last few years the teaching profession in Scotland has witnessed many changes to the expectations placed on the profession in terms of how teachers work, what they teach and the increasing expectations of all sectors of society on what our schools can achieve.

As the professional body for teachers in Scotland we recognise the need for flexibility in the profession to enable education opportunities to be developed to meet the changing needs of our pupils. However, we are also conscious of the need to ensure that the high quality of teachers and teaching is maintained and enhanced, is recognised and promoted and is valued by the education system and society as a whole.

The framework for professional recognition/registration:

- describes how you can focus your CPD in particular areas of professional interest and gain professional recognition for enhancing and sharing your knowledge and experience;
- describes how you can gain professional recognition (registration) in another subject area (secondary teachers); in teaching in S1/S2 (primary teachers) or if you want to change sector (primary and secondary teachers and further education lecturers);
- explains how you can demonstrate that you have:
  - enhanced knowledge of the subject/topic/issue;
  - extended your professional knowledge in relation to the subject/topic/issue;
  - enhanced professional experience;
  - reflected on your learning and development;
  - reported and shared your knowledge and experience with colleagues.

In developing the framework we were very aware that it should build on the basis that we already have well qualified teachers in the profession who are doing a very good job. We also recognised that many of our teachers are already involved in excellent work in our schools and do not always get the professional recognition they deserve.

As the professional body responsible for ensuring that standards of teachers and teaching are maintained and enhanced we must be sure that our teachers are well qualified for the job that they do. However we must also accept that as fully registered teachers with GTC Scotland you already bring a wealth of knowledge and experience to the profession, you may want to change or add to the subjects you teach, move to another sector or focus your own development and work on a particular area of interest or expertise. Our challenge is to ensure that the framework for professional recognition/registration is flexible enough to enable the profession to grow and develop while maintaining rigorous standards.

The framework for professional recognition/registration is not mandatory. It has been developed to help teachers to develop their knowledge and skills throughout their career and to ensure that if they want it they can gain the professional recognition they deserve.
B  In which areas can you gain Professional Recognition?

If you are a primary teacher you can gain professional recognition in one or more of the following areas:

(These are only examples and not an exhaustive list)

<table>
<thead>
<tr>
<th>Curricular areas such as:</th>
<th>Core cross curricular areas such as:</th>
<th>Other areas such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mathematics</td>
<td>Literacy</td>
<td>Supporting students/probationer teachers</td>
</tr>
<tr>
<td>Music</td>
<td>ICT</td>
<td>Leadership</td>
</tr>
<tr>
<td>English Language</td>
<td>Numeracy</td>
<td>Mentoring and coaching</td>
</tr>
<tr>
<td>Drama</td>
<td>Assessment</td>
<td>Sustainable development education</td>
</tr>
<tr>
<td>Religious and Moral Education</td>
<td>Supporting Pupil Learning</td>
<td></td>
</tr>
<tr>
<td>Art</td>
<td>Health Promotion</td>
<td></td>
</tr>
<tr>
<td>Social/Environmental Studies</td>
<td>Enterprise Education</td>
<td></td>
</tr>
<tr>
<td>Physical Education</td>
<td>ASN – Hearing Impairment</td>
<td></td>
</tr>
<tr>
<td>Science</td>
<td>ASN – Visual Impairment</td>
<td></td>
</tr>
<tr>
<td>Technology</td>
<td>ASN – Hearing and Visual Impairment</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ASN – Autism</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ASN – Dyslexia</td>
<td></td>
</tr>
</tbody>
</table>

If you are a secondary teacher you can gain professional recognition in one or more of these areas:

(These are only examples and not an exhaustive list)

<table>
<thead>
<tr>
<th>Core and cross curricular areas such as:</th>
<th>Other areas such as:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Literacy</td>
<td>Supporting students/probationer teachers</td>
</tr>
<tr>
<td>ICT</td>
<td>Leadership</td>
</tr>
<tr>
<td>Numeracy</td>
<td>Mentoring and coaching</td>
</tr>
<tr>
<td>Assessment</td>
<td>Sustainable development education</td>
</tr>
<tr>
<td>Supporting Pupil Learning</td>
<td></td>
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<tr>
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<tr>
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<tr>
<td>ASN – Hearing Impairment</td>
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<tr>
<td>ASN – Visual Impairment</td>
<td></td>
</tr>
<tr>
<td>ASN – Hearing and Visual Impairment</td>
<td></td>
</tr>
<tr>
<td>ASN – Autism</td>
<td></td>
</tr>
<tr>
<td>ASN – Dyslexia</td>
<td></td>
</tr>
</tbody>
</table>

The process and requirements for gaining professional recognition in these areas are explained in Section D.

C  In which areas can you gain Professional Recognition (Registration)?

If you are a secondary teacher you can gain professional recognition (registration):

- in an additional secondary subject (see Page 17 for further information);
- as a primary teacher (see Page 17 for further information).
If you are a primary teacher you can gain professional recognition (registration):

- to teach pupils in S1/S2 (see Page 29 for further information);
- as a secondary teacher (see Page 29 for further information).

**D How do you gain Professional Recognition?**

Use the charts below to help you to identify the appropriate steps for you to take to gain professional recognition in a specific area of interest/expertise.

**Step 1 Are you eligible to apply for professional recognition?**

Have you already gained full registration with the General Teaching Council for Scotland?

- **YES**
  - Have you completed 2 years of teaching service after gaining full registration?
    - **NO**
      - You are not yet eligible to apply for professional recognition. To be eligible you must have:
        - completed your probation period;
        - taught for 2 years after gaining full registration.
    - **YES**

- **NO**

**Step 2 Personal evaluation against the framework**

Have you undertaken a personal self evaluation to identify the area(s) in which you might wish to gain professional recognition?

- **NO**
  - Use the evaluation questions in Section F to help you identify:
    - the knowledge and experience you already have;
    - the areas for development you will need to address;
    - if you wish to gain professional recognition.

- **YES**
  - Completing the personal evaluation will prepare you for Professional Discussion 1.
Step 3  Professional Discussion 1

Have you discussed with your line manager and/or school/local authority CPD co-ordinator:
- your intention to work towards gaining professional recognition;
- your existing knowledge in the area of interest/expertise;
- how you have used this knowledge in your teaching and the impact it is having on your pupils;
- the CPD activities/reading, research you have already undertaken to develop your knowledge in your teaching and enhance your teaching skills in this area;
- any activities you have been involved in where you have shared your knowledge and expertise with colleagues?

The Professional Discussion section of the Professional Recognition Profile should be completed and signed by both yourself and the person you have the discussion with.

Make arrangements to discuss your interest in gaining professional recognition with your line manager and/or school/local authority CPD co-ordinator.

The table in Section E will help you to identify:
- the type of CPD you might undertake to develop your knowledge and skills;
- the types of evidence you might use to demonstrate your actions;
- some questions to think about as you work your way through the process.

The chart in Section G suggests some issues you might discuss during Professional Recognition Discussion 1.

Step 4  Professional Action

Have you undertaken the CPD programme agreed at Professional Discussion 1?

A list of your CPD activities should be recorded in the relevant section of the Professional Recognition Profile. Evidence of completion of these activities should be kept in a portfolio.

Complete the agreed CPD programme before arranging Professional Discussion 2.

The table in Section E will help you to identify the range of evidence you might include in your portfolio.
Step 5  Personal Evaluation Against the Framework

Have you used your enhanced knowledge and expertise in your teaching and can you demonstrate how this has impacted on your pupils’ learning?

- YES
- NO

Has your headteacher completed the Professional Experience section of the Professional Recognition Profile confirming that you are applying your knowledge and skills in your teaching?

- YES
- NO

Have you reflected on how your enhanced knowledge has impacted:
- on your pupils
- on your own development as a teacher

- YES
- NO

Have you shared your knowledge and expertise with colleagues in the school and/or local authority?

- YES
- NO

The Reflect/Report/Share section of the Professional Recognition Profile should be completed.

- YES
- NO

Talk to your line manager and/or school/local authority CPD co-ordinator about how you might share your enhanced knowledge with colleagues. The table in Section E will help you to identify ways in which this might be done.

- YES

Make arrangements to discuss your teaching of this particular area of expertise with your headteacher and for the appropriate section of the Professional Recognition Profile to be completed.

- YES

Use the questions identified in the table in Section E to reflect on the impact of the work you have been doing.

- YES

Use the agreed actions from Professional Discussion 1, the table in Section E and evaluation questions in Section F to help you identify the knowledge and experience you already have and the evidence you have collected in preparing your case for professional recognition.

- YES
Step 6  Professional Discussion 2

Have you discussed your professional recognition submission with your line manager and/or school/local authority CPD co-ordinator:

- your intention to work towards gaining professional recognition;
- your existing knowledge in the area of interest/expertise;
- how you have used this knowledge in your teaching and the impact it is having on your pupils;
- the CPD activities/reading, research you have already undertaken to develop your knowledge in your teaching and enhance your teaching skills in this area;
- any activities you have been involved in where you have shared your knowledge and expertise with colleagues?

The Professional Discussion 2 section of the Professional Recognition Profile should be completed and signed by both yourself and the person you have the discussion with.

Make arrangements to discuss your professional recognition submission with your line manager and school/local authority CPD co-ordinator.

The chart in Section E will help you to identify:

- the type of CPD you might undertake to develop your knowledge and skills;
- the types of evidence you might use to demonstrate your actions;
- some questions to think about as you work your way through the process.

The chart in Section H suggests some issues you might discuss during Professional Discussion 2.

Step 7: Applying for Professional Recognition

Have you:

- completed all sections of the Professional Recognition Profile;
- placed a copy of all the evidence noted in your profile in a portfolio?

Has your recommendation for professional recognition been agreed and signed by your headteacher?

Make the necessary arrangements to complete the Professional Recognition Profile and your portfolio.

Discuss your submission with your line manager and headteacher.

NO

YES
Send the completed profile to:

Professional Learning Development (PLD) Department
General Teaching Council for Scotland
Clerwood House
96 Clermiston Road
Edinburgh
EH12 6UT

You must retain your portfolio for a period of at least 12 months. The CPD department will be arranging to review a random sample of portfolios each year for quality assurance purposes.

Your professional recognition award in your particular area of interest / expertise will be valid for a period of 5 years.

If you wish to maintain this professional recognition after that period then you will be required to demonstrate that you have maintained your knowledge and expertise.

Further information will be available on the GTC Scotland website: www.gtcs.org.uk.
### E What you need to demonstrate to gain Professional Recognition

The Table below describes the key components of the framework and summarises what you may need to demonstrate or achieve to gain professional recognition in a particular area of interest/expertise.

<table>
<thead>
<tr>
<th>What do you need to develop?</th>
<th>How might you do this?</th>
<th>How might you evidence this?</th>
<th>Questions you need to ask yourself as the process develops</th>
</tr>
</thead>
<tbody>
<tr>
<td>This column indicates the key components of the framework.</td>
<td>This column indicates some of the ways in which you may demonstrate you have achieved each component. You are likely to undertake different types of activities.</td>
<td>This column indicates the type of evidence you could submit to demonstrate professional achievement.</td>
<td>This column indicates the kinds of questions you might be asking yourself as your programme develops.</td>
</tr>
</tbody>
</table>

#### Subject/Curriculum/Stage Knowledge

- have secure knowledge and understanding of the theory and practical skills required in the area of specific interest/expertise
- have knowledge of current developments in area of specific interest/expertise taught and how these may be integrated into your teaching and resources for learning
- have knowledge and understanding of the processes of change and development in the area of interest/ expertise

| | complete appropriate credit-bearing modules |
| | undertake a programme of study offered by a 'subject' association or equivalent |
| | undertake a programme of reading of journals, texts and articles |
| | attendance at CPD courses, conferences, etc |

| | transcript of modules completed |
| | copies of assessments completed and feedback given |
| | transcript of programme completed |
| | copies of assessments completed and feedback given |
| | evaluation of programme |
| | reflection on learning from programme |
| | completion of a learning journal |
| | reflection on learning from reading |
| | evidence of discussing readings with peers |
| | certificates of attendance |
| | copies of evaluation of learning from attendance at the course/conference |
| | copy of CPD profile |

| | How does this new knowledge fit in with my previous learning and experience? |
| | In what ways is it developing me as a teacher? |
| | How is it influencing my classroom practice? |
| | What effect is it having on the learning of my pupils? |
| | How do I further develop my practice? |
| | Where does the pupils’ learning go next? |
| | Is there information or insights I could share with colleagues? |
| | Where do I go next? |
| | How am I recording my changing insights?: |
| | a professional diary; |
| | a learning log; |
| | a reflective journal. |
### Professional Knowledge
- understand how to match the level of the area of specific interest/expertise to needs of pupils
- use and adapt materials for learning and teaching which stimulate and challenge pupils
- have knowledge and understanding of the main theories of learning and draw on these in thinking about and planning your own teaching and pupils’ learning
- have knowledge of how to access and relate research knowledge to your teaching circumstances
- complete appropriate credit-bearing modules
- undertake a programme of reading of journals, texts and articles
- attend CPD courses, conferences
- shadow other teachers
- participate in an online discussion forum
- participate in an appropriate subject/issue network
- transcript of modules completed
- copies of assessments completed and feedback given
- completion of a learning journal
- reflection on learning from reading
- evidence of discussing readings with peers
- certificates of attendance
- copies of evaluation of learning from attendance at the course/conference
- copy of CPD profile/portfolio
- record of working with others
- copy of CPD profile/portfolio

How does this new knowledge fit in with my previous learning and experience?
In what ways is it developing me as a teacher?
How is it influencing my classroom practice?
What effect is it having on the learning of my pupils?
How do I further develop my practice?
Where does the pupils’ learning go next?
Is there information or insights I could share with colleagues?
Where do I go next?
How am I recording my changing insights?
- a professional diary;
- a learning log;
- a reflective journal.

### Professional Skills and Abilities
- can devise plans for effective learning in the area(s) of specific expertise
- can communicate clearly making skilful use of a variety of media, and interact productively with pupils
- can use a range of teaching strategies and resources which you can evaluate and justify in terms of the area of expertise requirements and of the needs and abilities of your pupils
- demonstrate teaching abilities in the context of the subject/area of interest or expertise
- report from line manager/ headteacher
- testimony from peers
- evaluations from pupils

How am I going to get evidence of something as ephemeral as teaching:
- before and after work from pupils;
- evaluative comment from pupils on teaching approaches;
- cooperative teaching;
- peer observation?

What form should my portfolio of evidence take?
- can set and maintain expectations and pace of work for all pupils
- work co-operatively with other professionals and adults
- organise and manages classes and resources effectively
- understand and apply the principles of assessment, recording and reporting
- use the results of assessment to evaluate and improve your teaching, and the learning and attainment of the children you teach

**Reflecting, Reporting and Sharing**

- have the ability to discuss the principles informing your own view of education, the curriculum and professional practice
- can discuss critically how systematic investigation of, and reflection on, classroom practice can inform and develop teaching and learning
- learn from your experience of practice and from critical evaluation of relevant literature in your professional development
- reflect on and act to improve your own professional practice, contribute to your own professional development, and engage in the process of curriculum development

<table>
<thead>
<tr>
<th>Participation</th>
<th>Copy of completed report</th>
</tr>
</thead>
<tbody>
<tr>
<td>participation in school, local authority, college working groups</td>
<td>evaluation of contribution made by members of the group/ working party</td>
</tr>
<tr>
<td>organise and run a CPD event in school, college or local area</td>
<td>copy of the programme for the event, the materials used and the evaluation of the contribution</td>
</tr>
<tr>
<td>present a workshop at a local or national seminar</td>
<td>copy of the programme for the event, the materials used and the evaluation of the contribution</td>
</tr>
<tr>
<td>undertake a teacher researcher project or equivalent and present results</td>
<td>copy of the report submitted and the certificate of satisfactory completion</td>
</tr>
<tr>
<td>submit an article to a professional newspaper/magazine/journal</td>
<td>prepare a short report on findings and/or learning for school</td>
</tr>
</tbody>
</table>

How do I share my:
- evidence;
- findings;
- learning;
- insights with colleagues/pupils/parents?

How do I influence the practice of colleagues?

How do I influence:
- school;
- local authority;
- national developments;
- policy;
- practice?
Framework for Professional Recognition/Registration

| • create a curriculum development pack other teachers could use | • copy of article in newspaper/magazine/journal | • copy of the materials produced |

F Self Evaluation Questions

As part of the preparation for Professional Discussions 1 and 2 you might want to consider the following questions:

1. What has emerged from your recent CPD/PRD experiences that has influenced your teaching?

2. How have these experiences impacted on your professional practice, eg on your teaching, on pupil learning, on colleagues and on the wider community?

3. Do these recent experiences cluster around certain themes, eg:
   - ICT
   - Early years
   - Maths
   - Specific school/local/national priorities
   - Thinking skills
   - Specific subject leading to registration

4. Support of whole school responsibilities/initiatives, eg:
   - Positive behaviour
   - Citizenship
   - Enterprise
   - Health promoting programmes
   - Innovative practice, eg primary/secondary liaison; 10 – 16 programmes; mentoring and coaching; leadership

5. What professional reading and research have you used that has:
   - informed your thinking and practice;
   - challenged your thinking and practice?

6. What impact has your work had on:
   - your pupils - what strategies/awareness/skills, knowledge and understanding do they now have as a result of your work?
   - your own learning and teaching?
   - your school/or the wider community?
G Professional Discussion 1

Some suggested prompts:

1. Which areas of particular expertise have you considered and what have you decided to choose to focus on?

2. Are you thinking about applying for professional recognition now or in the future?

   If you are thinking about applying for professional recognition now, the prompts listed in Section H, Professional Discussion 2, will help you to focus your thinking.

   If you are thinking about applying in the future, you need to think about:

   - what development needs do you have in relation to enhancing:
     - your subject or content or stage knowledge?
     - your professional knowledge?
     - your professional (teaching) experience?
   - what steps will have to be taken to meet these needs?
   - what are going to be your classroom actions?
   - what thoughts do you have on how to undertake the agreed programme and what about a timescale?
   - what support will you need?
   - what will success look like?
   - what impact will the project have on the school?
   - what will your evidence be and how will you collect it?
   - what impact will your work have on individual pupils, your class, the school, the wider educational community?
   - how are you going to reflect on your learning and shared your knowledge, expertise and insights with others?

In either case, you need to agree:

- a plan;
- a timescale;
- a set of actions;
- support arrangements, eg access to an on-line discussion forum or network.
**H Professional Discussion 2**

Some suggested prompts:

1. This submission appears to provide a rich opportunity for learning. Share with us why you selected this focus:

   You might consider:
   
   - yourself as a teacher/learner;
   - what you know/have learned about effective teaching;
   - curricular issues;
   - contextual issues and wider school community;
   - needs of learners;
   - motivational factors;
   - what was happening before.

2. Which professional reading and research have you used that has:
   
   (a) informed your thinking and practice;
   
   (b) challenged your thinking and practice?

3. What impact has your work had on:
   
   (a) your pupils’ learning - what strategies/awareness/skills/knowledge and understanding do they now have as a result of your work?

   How do you know?

   What were you doing before you began? How does your evidence demonstrate this?

   What changes did you notice/document during and after recent evaluation point?

   (b) learning (including attitude and motivation);

   (c) your own learning and teaching;

   (d) your school and/or the wider education community;

   How did the process of planning, gathering and analysing evidence of impact inform your teaching and assessment?

4. In terms of learners and learning, what have you identified:
   
   (a) key strengths of the approach you used?

   (b) limitations of the approach you used?

   (c) constraints have you encountered/do you envisage?

   Given the answers to the questions above, what are your next steps:

   - in developing your teaching;
   - in enhancing learning and learners;
   - in your own learning;
   - in sharing your expertise/knowledge with colleagues;
   - progressing the development in school/wider education community.

5. What support would help you further develop your work in this area?
Professional Recognition (Registration)

Secondary Teachers

Professional Recognition (Registration) for Secondary Teachers

1. For Secondary Teachers Interested in Gaining Registration in Additional Secondary Subjects (Page 15)

2. For Secondary Teachers or Further Education Lecturers Interested in Gaining Registration as a Primary Teacher (Page 20)
1 For Secondary Teachers Interested in Gaining Registration in Additional Secondary Subjects

As a fully registered secondary teacher with the General Teaching Council for Scotland you will already hold an appropriate degree and teaching qualification.

If you want to gain registration in another subject area that was not part of your original teaching qualification then you will have to demonstrate that you:

- have the necessary academic requirements;
- have undertaken CPD activities to develop your professional knowledge and skills in teaching this new subject;
- have been employed as a teacher for two years since the award of full registration.

A Which subjects can you gain registration in?

You can gain registration in the following subjects:

- Art and Design
- Biology with Science
- Business Education*
- Chemistry with Science
- Classics*
- Community Languages*
- Computing*
- Drama
- Economics
- English*
- Gaelic*
- Geography
- Greek
- History
- Home Economics*
- Latin
- Mathematics
- Media Studies
- Modern Foreign Languages*
- Modern Studies*
- Music*
- Outdoor Education
- Philosophy
- Physical Education*
- Physics with Science
- Psychology
- Religious Education
- Sociology
- Technological Education*

The subjects marked with an asterisk (*) have specific requirements. You can find these in Section C below.

B What are the normal academic requirements?

The normal academic requirements necessary to teach a particular subject is 80 credit points, ie the equivalent of one third of a year’s study each year over at least two years at university.

At least 40 credit points must be at a minimum of SCQF level 7, ie first year university level, and at least 40 credit points must be at a minimum of SCQF level 8, ie second year university level.

You may have achieved the normal academic requirements:

- as part of your degree;
- as additional modules/courses following completion of your degree.
C What are the specific academic requirements for some subjects?

In addition to the normal academic requirements described in Section B, the following subjects have specific requirements:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Academic Study Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Business Education</strong></td>
<td>Academic study must include subjects from this list:</td>
</tr>
<tr>
<td></td>
<td>Accounting; Economics; IT; Business Management.</td>
</tr>
<tr>
<td><strong>Classics</strong></td>
<td>To teach Classical Studies only your academic study must include subjects from this list:</td>
</tr>
<tr>
<td></td>
<td>Ancient History; Classical Archaeology; Classical Civilisation; Classical Studies</td>
</tr>
<tr>
<td></td>
<td>To teach a language and Classical Studies you must have 80 credit points in the language and</td>
</tr>
<tr>
<td></td>
<td>40 credit points in Classical Studies from the list above.</td>
</tr>
<tr>
<td><strong>Community Languages</strong></td>
<td>Please contact GTC Scotland for further information.</td>
</tr>
<tr>
<td><strong>Computing</strong></td>
<td>Academic study must include at least 40 credit points at SCQF level 8, ie second year</td>
</tr>
<tr>
<td></td>
<td>university level; from at least two subjects in this list:</td>
</tr>
<tr>
<td></td>
<td>• Computer Systems;</td>
</tr>
<tr>
<td></td>
<td>• Software Development;</td>
</tr>
<tr>
<td></td>
<td>• Database Information Systems.</td>
</tr>
<tr>
<td><strong>English</strong></td>
<td>Academic study must include at least 40 credit points in English Literature or Scottish</td>
</tr>
<tr>
<td></td>
<td>Literature.</td>
</tr>
<tr>
<td><strong>Gaelic</strong></td>
<td>Academic study must include at least 80 credit points in Gaelic or Celtic (must have</td>
</tr>
<tr>
<td></td>
<td>specialised in Scottish Gaelic).</td>
</tr>
<tr>
<td><strong>Home Economics</strong></td>
<td>Please contact GTC Scotland for further information.</td>
</tr>
<tr>
<td><strong>Modern Foreign Languages</strong></td>
<td>Please contact GTC Scotland for further information.</td>
</tr>
<tr>
<td>(French, German, Italian, Spanish)</td>
<td></td>
</tr>
<tr>
<td><strong>Modern Studies</strong></td>
<td>Academic study must include 80 credit points from the following list:</td>
</tr>
<tr>
<td></td>
<td>Economics; Geography; History or Economic History;</td>
</tr>
<tr>
<td></td>
<td>International Relations; Politics; Sociology; Social Policy</td>
</tr>
<tr>
<td></td>
<td>At least 40 credit points must be in Politics or Sociology.</td>
</tr>
<tr>
<td><strong>Music</strong></td>
<td>Please contact GTC Scotland for further information.</td>
</tr>
<tr>
<td><strong>Physical Education</strong></td>
<td>Please contact GTC Scotland for further information.</td>
</tr>
<tr>
<td><strong>Technological Education</strong></td>
<td>Please contact GTC Scotland for further information.</td>
</tr>
</tbody>
</table>
D  How do you apply for registration in additional secondary subjects?

Use the charts below to help identify the appropriate steps for you to follow to gain registration in another secondary subject.

**Step 1  Are you eligible to apply for registration?**

Have you already gained full registration in at least one secondary subject with the General Teaching Council for Scotland?

- **NO**
  - You are not yet eligible to apply for registration in another subject. You need to complete your probation period before you consider applying for registration in another subject.

- **YES**
  - Have you completed at least two years’ teaching service after gaining full registration?
    - **NO**
      - Have you already gained the necessary academic qualification, ie do you have at least 80 credit points in the subject you want to teach (at least 40 credit points must be at SCQF level 8 – second year university level)
        - (N.B. Your academic qualifications will be subject to formal assessment by GTC Scotland)
        - **NO**
          - Do you have at least 60 credit points in the subject you want to teach? At least 20 credit points must be at a minimum of SCQF level 8, ie second year university level.
            - **NO**
              - Complete the necessary academic study with a Higher Education Institution.
            - **YES**
              - Apply for provisional (conditional) registration in the subject. You will be able to teach the subject while you gain the additional 20 credit points.
        - **YES**
          - Apply for provisional registration in the subject.
    - **YES**
      - Applications should be sent to:
        - Teacher Registration Department
        - GTC Scotland
        - Clerwood House,
        - 96 Clermiston Road,
        - Edinburgh, EH12 6UT
        - Tel: 0131 314 6000

**Step 2**

Check Step 2, Stage 1 – *Developing Professional Knowledge*, to find out about the areas of CPD you should access.

Discuss possible CPD opportunities with your school/local authority CPD Co-ordinator.
Step 2  Now that you have provisional or provisional (conditional) registration how do you gain full registration?

Developing your Professional Knowledge

Have you undertaken CPD activities in the following areas?:
- recent curriculum developments and thinking in the subject area;
- learning and teaching methodologies;
- assessment processes and procedures.

Gaining teaching experience

Have you been teaching the subject for at least 20% of your timetable over a school year?

Reflecting on your learning and development?

Have you discussed your progress in teaching the subject with an appropriate colleague in school?

Applying for Full Registration

Have you been observed teaching the subject and received feedback on your teaching on at least two occasions?
Applying for Full Registration

If you have provisional (conditional) registration, have you completed the required academic study? A transcript from the Higher Education Institution confirming successful completion of your study should be included with your profile.

YES

Have you asked your headteacher and/or the Line Manager to discuss and complete the relevant sections of your profile confirming:

- that you have undertaken a range of CPD activities to develop your professional knowledge in relation to teaching the subject;
- that you have been observed teaching the subject on at least two occasions;
- that you meet the Standard for Full Registration in relation to teaching the subject?

NO

Arrange to meet your headteacher and/or Line Manager to complete the profile.

NO

Complete your academic study before applying for registration.

YES

Send completed profile to:
Professional Learning Development (PLD)
The General Teaching Council for Scotland
Clerwood House
96 Clermiston Road
Edinburgh EH12 6UT

The PLD Department will issue you with a certificate of Full Registration and amend the information held in the register.
2 For Secondary Teachers or Further Education Lecturers Interested in Gaining Registration as a Primary Teacher

As a fully registered teacher with the General Teaching Council for Scotland you will already hold a degree and teaching qualification.

If you want to gain registration as a primary teacher then you will have to demonstrate that you:

- have undertaken an agreed CPD programme to develop your professional knowledge, skills and abilities to teach the whole curriculum in the nursery and primary sector;
- have achieved the Standard for Full Registration in relation to teaching in the primary/nursery school.

A What should I do before I apply for registration as a primary teacher?

If you are considering applying for registration as a primary teacher, then you should arrange:

- as part of your school’s primary/secondary liaison programme or further education/primary liaison programme to teach your own subject to pupils in the primary sector. This will help you to determine whether working with younger pupils is something you wish to pursue;
- to visit a local nursery class/school to observe how adults work with children in this setting.

B How do you apply for registration as a primary teacher?

Use the charts below to help identify the appropriate steps to take for you to gain registration as a primary teacher.

Step 1 Are you eligible to apply for registration?

Have you already gained full registration in at least one secondary subject or further education registration with the General Teaching Council for Scotland?

- NO
  - You are not yet eligible to apply for registration as a primary teacher. You need to complete your probation period before you consider applying for registration in another sector.

- YES
  - Have you completed at least two years’ teaching service after gaining full registration?
    - NO
      - You are not yet eligible to apply for registration as a primary teacher. You need to complete your probation period before you consider applying for registration in another sector.
    - YES
      - You are eligible to apply for registration as a primary teacher.
Have you taught your own subject to pupils in the primary sector?

- NO

Arrange with your primary/secondary/further education liaison co-ordinator to gain some experience teaching your subject to pupils in one of your local primary schools.

- YES

Have you visited a local nursery school/class to observe how adults work with young children in this setting?

- NO

Make arrangements to visit a local nursery school/class.

- YES

Have you completed the Primary Curriculum CPD module/programme with your local Higher Education Institution?

- NO

Contact the EAR Department at GTC Scotland
Tel: 0131 314 6000
E-mail: ear@gtcs.org.uk

to discuss the Primary Curriculum CPD module/programme you need to complete before you apply for provisional registration as a primary teacher.

- YES

Apply for provisional (conditional) registration as a primary teacher. The conditions attached to your registration will be the requirement to complete further CPD related to working in the primary sector and to achieve the Standard for Full Registration.

Applications should be sent to:
EAR Department
GTC Scotland
Clerwood House
96 Clermiston Road
EDINBURGH EH12 6UT

Step 2
Step 2 Is your employer supportive of your desire to gain registration as a primary teacher?

Have you discussed your situation with your employer?

NO

YES

Is your employer willing to provide you with or facilitate a one year teaching post to enable you to gain registration as a primary teacher?

NO

YES

Contact:
EAR Department
General Teaching Council for Scotland
Clerwood House
96 Clermiston Road
Edinburgh
EH12 6UT
Tel: 0131 314 6000
E-mail: ear@gtcs.org.uk

to discuss:

• the nature and content of the CPD programme you will be required to complete in order to gain registration as a primary teacher;
• the requirements for demonstrating you have achieved the Standard for Full Registration.

Please note: The content of this programme and your teaching requirements will be agreed with your employer and one of the Higher Education Institutions.

Talk to your employer about the fact that you want to train to teach in the primary sector and find out whether they will provide you with or facilitate a one year teaching post to enable you to gain registration as a primary teacher; and contact:

EAR Department
General Teaching Council for Scotland
Clerwood House
96 Clermiston Road
Edinburgh
EH12 6UT
Tel: 0131 314 6000
E-mail: ear@gtcs.org.uk

to discuss your situation.
Step 3 Now that you have provisional / conditional registration and a teaching post how do you gain full registration?

Developing your Professional Knowledge

Have you undertaken the CPD programme agreed in Step 2? NO

This CPD programme must be completed before you apply for full registration.

Gaining teaching experience

Have you completed 135 days of full-time teaching equivalent across the whole curriculum in the primary school? NO

Gain more teaching experience before applying for full registration.

Reflecting on your learning and development?

Have you discussed your progress in teaching with an appropriate colleague in school? NO

Arrange a meeting with your Line Manager and/or Probation Co-ordinator.

Have you been observed teaching the subject and received feedback on your teaching on at least six occasions? NO

Make arrangements for these observed sessions with your Line Manager and/or Probation Co-ordinator.

Reflecting on your learning and development?

If you have provisional (conditional) registration, have you completed the required CPD programme to develop your professional knowledge, skills and abilities in relation to the pre-school / primary sectors? A transcript from the Higher Education Institution confirming successful completion of your programme should be included with your profile. NO

Complete your CPD programme before applying for full registration.

YES
Have you asked your headteacher and/or the Line Manager, to discuss and complete the relevant sections of your profile confirming:

- that you have undertaken the agreed CPD programme to develop your professional knowledge, skills and abilities;
- that you have been observed teaching the subject on at least six occasions;
- that you meet the Standard for Full Registration in relation to teaching in the primary sector?

**YES**

Send completed profile to:

Professional Learning Development (PLD)
The General Teaching Council for Scotland
Clerwood House
96 Clermiston Road
Edinburgh
EH12 6UT

**NO**

Arrange to meet your headteacher and Line Manager to complete the profile.

The PLD Department will issue you with a certificate of Full Registration and amend the information held in the register.
Professional Recognition (Registration)

Primary Teachers

Professional Recognition (Registration) for Primary Teachers

1. For Primary Teachers Interested in Gaining Registration to Teach in S1/S2 (Page 26)
2. For Primary Teachers Interested in Gaining Registration as a Secondary Teacher (Page 30)
1 For Primary Teachers Interested in Gaining Registration to Teach in S1/S2

As a fully registered primary teacher with the General Teaching Council for Scotland you will already hold an appropriate degree and teaching qualification.

If you are interested in teaching pupils in S1 and S2 then you will have to demonstrate that you:

- have the necessary academic requirements;
- have undertaken CPD activities to develop your professional knowledge and skills in teaching the subject;
- have met the requirements for the Standard for Full Registration in teaching the subject in S1/S2.

A Which subject areas can you gain registration in?

At present you can gain registration to teach the following subjects areas in S1/S2:

- Community Languages*
- Mathematics
- English*
- Modern Foreign Languages*
- General Science
- Social Subjects*

The subjects marked with an asterisk(*) have specific requirements. You can find these in Section C below.

B What are the normal academic requirements?

The normal academic requirements for a primary teacher to teach a particular subject area in S1/S2 is 60 credit points. At least 40 credit points, ie one third of a year of full-time academic study, must be at a minimum of SCQF level 7, ie first year university level, and at least 20 credit points must be at a minimum of SCQF level 8, ie second year university level.

You may have achieved the normal academic requirements:

- as part of your degree;
- as additional modules/courses following completion of your degree.

C What are the specific academic requirements for some subject areas?

In addition to the normal academic requirements described in Section B, the following subject areas have specific requirements:

<table>
<thead>
<tr>
<th>Subject Area</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Community Languages*</td>
<td>Please contact GTC Scotland for further information.</td>
</tr>
<tr>
<td>English*</td>
<td>Academic study must include at least 20 credits in English Literature or Scottish Literature.</td>
</tr>
<tr>
<td>Modern Languages</td>
<td>Please contact GTC Scotland for further information.</td>
</tr>
<tr>
<td>Social Subjects</td>
<td>Academic study must include 60 credit points from the following list:</td>
</tr>
<tr>
<td></td>
<td>Economics; Geography; History.</td>
</tr>
</tbody>
</table>
D  How do you apply for registration to teach in S1/S2?

Use the charts below to help identify the appropriate steps for you to follow to gain registration to teach in S1/S2.

**Step 1  Are you eligible to apply for registration?**

Have you already gained full registration as a primary teacher with the General Teaching Council for Scotland?

- **YES**
  - Have you completed at least two years’ teaching service after gaining full registration?
  - **NO**
    - You are not yet eligible to apply for registration in another subject. You need to complete your probation period before you consider applying for registration in another subject.
  - **YES**
    - Have you already gained the necessary academic qualification, ie do you have at least 60 credit points in the subject area you want to teach (at least 20 credit points must be at SCQF level 8 – second year university level) (N.B. Your academic qualifications will be subject to formal assessment by GTC Scotland)
    - **NO**
      - Check Step 2, Stage 1 – *Developing Professional Knowledge*, to find out about the areas of CPD you should access. Discuss possible CPD opportunities with your school/local authority CPD Co-ordinator.
    - **YES**
      - Do you have at least 40 credit points at a minimum of SCQF level 7, ie first year university level, in the subject you want to teach?
      - **NO**
        - Apply for provisional (conditional) registration in the subject. You will be able to teach the subject while you gain the additional 20 credit points.
      - **YES**
        - Complete the necessary academic study with a Higher Education Institution.
  - **NO**
    - Applications should be sent to: EAR Department GTC Scotland Clerwood House 96 Clermiston Road EDINBURGH EH12 6UT

Applications should be sent to:
EAR Department
GTC Scotland
Clerwood House
96 Clermiston Road
EDINBURGH EH12 6UT

**Step 2**
Step 2  Now that you have provisional or provisional (conditional) registration how do you gain full registration?

Developing your Professional Knowledge

Have you undertaken CPD activities in the following areas?:
- recent curriculum developments and thinking in the subject area;
- learning and teaching methodologies;
- assessment processes and procedures.

YES

NO

Discuss possible CPD opportunities you could access with your school/local authority CPD Co-ordinator

Gaining teaching experience

Have you been teaching the subject for at least 20% of your timetable over a school year?

NO

YES

Gain more teaching experience before applying for full registration.

NO

YES

Has your teaching included teaching both S1 and S2 classes?

NO

If you are unable to take sole responsibility for teaching S2 classes, arrange to team teach with a colleague.

YES

Reflecting on your learning and development?

Have you discussed your progress in teaching the subject with an appropriate colleague in the secondary school?

NO

ARRANGE A MEETING WITH YOUR LINE MANAGER.

YES

Have you been observed teaching the subject and received feedback on your teaching on at least two occasions?

NO

Make arrangements for these observed sessions with your Line Manager and/or Probation Coordinator.

YES

Applying for Full Registration
Applying for Full Registration

If you have provisional (conditional) registration, have you completed the required academic study? A letter, certificate or transcript from the Higher Education Institution confirming successful completion of your study should be included with your profile.

NO

Complete your academic study before you apply for full registration.

YES

Have you asked your headteacher and Line Manager to discuss and complete the relevant sections of your profile confirming:

- that you have undertaken a range of CPD activities to develop your professional knowledge in relation to teaching the subject and working with pupils in S1/S2;
- that you have been observed teaching the subject on at least two occasions;
- that you meet the Standard for Full Registration in relation to teaching the subject to pupils in S1/S2?

NO

Arrange to meet the headteacher and line manager to complete the profile.

YES

Send completed profile to:
Professional Learning Development (PLD)
The General Teaching Council for Scotland
Clerwood House
96 Clermiston Road
Edinburgh EH12 6UT

The PLD Department will issue you with a certificate of Full Registration and amend the information held in the register.
2 For Primary Teachers Interested in Gaining Registration as a Secondary Teacher

As a fully registered primary teacher with the General Teaching Council for Scotland you will already hold a degree and teaching qualification.

If you want to gain registration as a secondary teacher then you will have to demonstrate that you:

- have the necessary academic requirements to teach the subject;
- have undertaken an agreed CPD programme to develop your professional knowledge, skills and abilities in teaching the subject in the secondary sector;
- have achieved the Standard for Full Registration in teaching the subject in the secondary sector.

A Which subjects can you gain registration in?

You can gain registration in the following subjects:

- Art and Design
- Biology with Science
- Business Education*
- Chemistry with Science
- Classics*
- Community Languages*
- Computing*
- Drama
- Economics
- English*
- Gaelic*
- Geography
- Greek
- History
- Home Economics*
- Latin
- Mathematics
- Media Studies
- Modern Foreign Languages*
- Modern Studies*
- Music*
- Outdoor Education
- Philosophy
- Physical Education*
- Physics with Science
- Psychology
- Religious Education
- Sociology
- Technological Education*

The subjects marked with an asterisk (*) have specific requirements. You can find these in section C.

B What are the normal academic requirements?

The normal academic requirements necessary to teach a particular subject is 80 credit points, ie the equivalent of one third of a year’s study each year over at least two years at university.

At least 40 credit points must be at a minimum of SCQF level 7, ie first year university level and at least 40 credit points must be at a minimum of SCQF level 8, ie second year university level.

You may have achieved the normal academic requirements:

- as part of your degree;
- as additional modules/courses following completion of your degree.
### What are the specific academic requirements for some subjects?

In addition to the normal academic requirements described in section B, the following subjects have specific requirements:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Requirements</th>
</tr>
</thead>
</table>
| **Business Education**         | Academic study must include subjects from this list:  
|                                | *Accounting; Economics; IT; Business Management.*  
| **Classics**                   | To teach Classical Studies only your academic study must include subjects from this list:  
|                                | *Ancient History; Classical Archaeology; Classical Civilisation; Classical Studies*  
|                                | To teach a language and Classical Studies you must have 80 credit points in the language and 40 credit points in Classical Studies from the list above.  
| **Community Languages**        | Please contact GTC Scotland for further information.  
| **Computing**                  | Academic study must include at least 40 credit points at SCQF level 8, ie second year university level; from at least two subjects in this list:  
|                                | • Computer Systems;  
|                                | • Software Development;  
|                                | • Database Information Systems.  
| **English**                    | Academic study must include at least 40 credit points in English Literature or Scottish Literature.  
| **Gaelic**                     | Academic study must include at least 80 credit points in Gaelic or Celtic (must have specialised in Scottish Gaelic)  
| **Home Economics**             | Please contact GTC Scotland for further information.  
| **Modern Foreign Languages**   | Please contact GTC Scotland for further information.  
| (French, German, Italian, Spanish) |  
| **Modern Studies**             | Academic study must include 80 credit points from the following list:  
|                                | *Economics; Geography; History or Economic History; International Relations; Politics; Sociology; Social Policy.*  
|                                | At least 40 credit points must be in Politics or Sociology.  
| **Music**                      | Please contact GTC Scotland for further information.  
| **Physical Education**         | Please contact GTC Scotland for further information.  
| **Technological Education**    | Please contact GTC Scotland for further information.  

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D How do you apply for registration as a secondary teacher?

Use the charts below to help identify the appropriate steps to take for you to gain registration as a secondary teacher.

**Step 1 Are you eligible to apply for registration?**

**Have you already gained full registration with the General Teaching Council for Scotland?**

- **NO**
  - You are not yet eligible to apply for registration as a secondary teacher. You need to complete your probation period before you consider applying for registration in another sector.

- **YES**
  - **Have you completed at least two years’ teaching service after gaining full registration?**
    - **NO**
      - **Have you already gained the necessary academic qualification, ie do you have at least 80 credit points in the subject area you want to teach (at least 40 credit points must be at SCQF level 8 – second year university level)?**
        - **NO**
          - **Do you have at least 60 credit points in the subject you want to teach? At least 20 credit points must be at a minimum of SCQF level 8, ie second year university level.**
            - **NO**
              - Complete the necessary academic study with a Higher Education Institution.
            - **YES**
              - **Apply for provisional (conditional) registration in the subject. You will be able to teach the subject while you gain the additional 20 credit points.**

- **YES**
  - **Apply for provisional registration in the subject.**

**Applications should be sent to:**

EAR Department  
GTC Scotland  
Clerwood House,  
96 Clermiston Road,  
EDINBURGH, EH12 6UT  
Tel: 0131 314 6000

**Step 2**
Step 2  Is your employer supportive of your desire to gain registration as a secondary teacher?

Have you discussed your situation with your employer?

YES

Is your employer willing to provide you with a one year teaching post to enable you to gain registration as a secondary teacher?

YES

Contact:
EAR Department
General Teaching Council for Scotland
Clerwood House
96 Clermiston Road
Edinburgh  EH12 6UT
Tel: 0131 314 6000
E-mail: ear@gtcs.org.uk

to discuss:
- the nature and content of the CPD programme you will be required to complete in order to gain registration as a secondary teacher;
- the requirements for demonstrating you have achieved the Standard for Full Registration.

Please note: The content of this programme and your teaching requirements will be agreed with your employer and one of the Higher Education Institutions.

NO

Talk to your employer about the fact that you want to train to teach in the secondary sector and find out whether they will provide you with a one year teaching post to enable you to gain registration as a secondary teacher; and contact:
EAR Department
General Teaching Council for Scotland
Clerwood House
96 Clermiston Road
Edinburgh  EH12 6UT
Tel: 0131 314 6000
E-mail: ear@gtcs.org.uk
to discuss your situation.

NO

Have you discussed your situation with your employer?

YES

Is your employer willing to provide you with a one year teaching post to enable you to gain registration as a secondary teacher?

NO
Step 3  Now that you have provisional or provisional (conditional) registration and a teaching post how do you gain full registration?

Developing your Professional Knowledge

Have you undertaken the CPD programme agreed in Step 2?

- YES
- This CPD programme must be completed before you apply for full registration.

Gaining teaching experience

Have you been teaching the subject for at least 70% of your timetable over a period of one school year?

- NO
- Gain more teaching experience before applying for full registration.

- YES
- Has your teaching included certificate classes?

- NO
- If you are unable to take sole responsibility for certificate classes, arrange to team teach with a colleague.

- YES

Reflecting on your learning and development?

Have you discussed your progress in teaching the subject with an appropriate colleague in school?

- NO
- Arrange a meeting with your Line Manager and/or Probation Coordinator

- YES

Have you been observed teaching the subject and received feedback on your teaching on at least six occasions?

- NO
- Make arrangements for these observed sessions with your Line Manager and/or Probation Coordinator.

- YES

Applying for Full Registration
If you have provisional (conditional) registration, have you completed the required academic study? A transcript from the Higher Education Institution confirming successful completion of your study should be included with your profile.

Have you asked your headteacher and/or the Line Manager to discuss and complete the relevant sections of your profile confirming:

- that you have undertaken the agreed CPD programme to develop your professional knowledge in relation to teaching the subject;
- that you have been observed teaching the subject on at least six occasions;
- that you meet the Standard for Full Registration in relation to teaching the subject in the secondary sector?

Send completed profile to:
Professional Learning Development (PLD) Department
The General Teaching Council for Scotland
Clerwood House
96 Clermiston Road
Edinburgh EH12 6UT

PLD will issue you with a certificate of Full Registration and amend the information held in the register.

Complete your academic study before applying for registration.

Arrange to meet your headteacher and/or Line Manager to complete the profile.

NO

YES

NO

YES
Professional Recognition (Registration)

Further Education Lecturers

Professional Recognition (Registration) for Further Education Lecturers

1. For Further Education Lecturers Interested in Gaining Registration as a Secondary Teacher (Page 37)
1 For Further Education Lecturers Interested in Gaining Registration as a Secondary Teacher

As a fully registered further education lecturer with the General Teaching Council for Scotland you will already hold appropriate qualifications and a teaching qualification.

If you want to gain registration as a secondary teacher then you will have to demonstrate that you:

- hold a degree and have the necessary academic requirements to teach the subject;
- have undertaken an agreed CPD programme to develop your professional knowledge, skills and abilities in teaching the subject in the secondary sector;
- have achieved the Standard for Full Registration in teaching the subject in the secondary sector.

A Which subjects can you gain registration in?

You can gain registration in the following subjects:

<table>
<thead>
<tr>
<th>Art and Design</th>
<th>Gaelic*</th>
<th>Music*</th>
</tr>
</thead>
<tbody>
<tr>
<td>Biology with Science</td>
<td>Geography</td>
<td>Outdoor Education</td>
</tr>
<tr>
<td>Business Education*</td>
<td>Greek</td>
<td>Philosophy</td>
</tr>
<tr>
<td>Chemistry with Science</td>
<td>History</td>
<td>Physical Education*</td>
</tr>
<tr>
<td>Classics*</td>
<td>Home Economics*</td>
<td>Physics with Science</td>
</tr>
<tr>
<td>Community Languages*</td>
<td>Latin</td>
<td>Psychology</td>
</tr>
<tr>
<td>Computing*</td>
<td>Mathematics</td>
<td>Religious Education</td>
</tr>
<tr>
<td>Drama</td>
<td>Media Studies</td>
<td>Sociology</td>
</tr>
<tr>
<td>Economics</td>
<td>Modern Foreign Languages*</td>
<td>Technological Education*</td>
</tr>
<tr>
<td>English*</td>
<td>Modern Studies*</td>
<td></td>
</tr>
</tbody>
</table>

The subjects marked with an asterisk (*) have specific requirements. You can find these in section C.

B What are the normal academic requirements?

The normal academic requirements necessary to teach a particular subject is 80 credit points, ie the equivalent of one third of a year's study each year over at least two years at university.

At least 40 credit points must be at a minimum of SCQF level 7, ie first year university level and at least 40 credit points must be at a minimum of SCQF level 8, ie second year university level.

You may have achieved the normal academic requirements:

- as part of your degree;
- as additional modules/courses following completion of your degree.
### What are the specific academic requirements for some subjects?

In addition to the normal academic requirements described in section B, the following subjects have specific requirements:

<table>
<thead>
<tr>
<th>Subject</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Business Education</strong></td>
<td>Academic study must include subjects from this list: Accounting; Economics; IT; Business Management.</td>
</tr>
<tr>
<td><strong>Classics</strong></td>
<td>To teach Classical Studies only your academic study must include subjects from this list: Ancient History; Classical Archaeology; Classical Civilisation; Classical Studies. To teach a language and Classical Studies you must have 80 credit points in the language and 40 credit points in Classical Studies from the list above.</td>
</tr>
<tr>
<td><strong>Community Languages</strong></td>
<td>Please contact GTC Scotland for further information.</td>
</tr>
<tr>
<td><strong>Computing</strong></td>
<td>Academic study must include at least 40 credit points at SCQF level 8, ie second year university level; from at least two subjects in this list: Computer Systems; Software Development; Database Information Systems.</td>
</tr>
<tr>
<td><strong>English</strong></td>
<td>Academic study must include at least 40 credit points in English Literature or Scottish Literature.</td>
</tr>
<tr>
<td><strong>Gaelic</strong></td>
<td>Academic study must include at least 80 credit points in Gaelic or Celtic (must have specialised in Scottish Gaelic)</td>
</tr>
<tr>
<td><strong>Home Economics</strong></td>
<td>Please contact GTC Scotland for further information.</td>
</tr>
<tr>
<td><strong>Modern Foreign Languages</strong></td>
<td>Please contact GTC Scotland for further information.</td>
</tr>
<tr>
<td><em>(French, German, Italian, Spanish)</em></td>
<td></td>
</tr>
<tr>
<td><strong>Modern Studies</strong></td>
<td>Academic study must include 80 credit points from the following list: Economics; Geography; History or Economic History; International Relations; Politics; Sociology; Social Policy. At least 40 credit points must be in Politics or Sociology.</td>
</tr>
<tr>
<td><strong>Music</strong></td>
<td>Please contact GTC Scotland for further information.</td>
</tr>
<tr>
<td><strong>Physical Education</strong></td>
<td>Please contact GTC Scotland for further information.</td>
</tr>
<tr>
<td><strong>Technological Education</strong></td>
<td>Please contact GTC Scotland for further information.</td>
</tr>
</tbody>
</table>
**D  How do you apply for registration as a secondary teacher?**

Use the charts below to help identify the appropriate steps to take for you to gain registration as a secondary teacher.

**Step 1  Are you eligible to apply for registration?**

Have you already gained full registration with the General Teaching Council for Scotland?

- **NO**
  - You are not yet eligible to apply for professional recognition. To be eligible you must have:
    - completed your probation period;
    - taught for 2 years after gaining full registration.
  - Apply for provisional (conditional) registration in the subject. You will be able to teach the subject while you gain the additional 20 credit points.

- **YES**
  - Have you completed at least two years’ teaching service after gaining full registration?
    - **NO**
      - Have you already gained the necessary academic qualification, ie do you have at least 80 credit points in the subject area you want to teach (at least 40 credit points must be at SCQF level 8 – second year university level)?
        - **NO**
          - Do you have at least 60 credit points in the subject you want to teach? At least 20 credit points must be at a minimum of SCQF level 8, ie second year university level.
            - **NO**
              - Complete the necessary academic study with a Higher Education Institution.
            - **YES**
              - Apply for provisional (conditional) registration in the subject. You will be able to teach the subject while you gain the additional 20 credit points.

    - **YES**
      - Applications should be sent to:
        - EAR Department
        - GTC Scotland
        - Clerwood House,
        - 96 Clermiston Road,
        - EDINBURGH, EH12 6UT
        - Tel: 0131 314 6000

  - **YES**
    - Applications should be sent to:
      - EAR Department
      - GTC Scotland
      - Clerwood House,
      - 96 Clermiston Road,
      - EDINBURGH, EH12 6UT
      - Tel: 0131 314 6000
Step 2  Is your employer supportive of your desire to gain registration as a secondary teacher?

Have you discussed your situation with your employer?

YES

Is your employer willing to facilitate you with a one year (or equivalent) teaching post to enable you to gain registration as a secondary teacher? (ie 190 days of full-time relevant service, or the equivalent in part-time service.)

YES

NO

Talk to your employer about the fact that you want to train to teach in the secondary sector and find out whether they will facilitate you with a one year (or equivalent) teaching post to enable you to gain registration as a secondary teacher; and contact:

EAR Department
General Teaching Council for Scotland
Clerwood House
96 Clermiston Road
Edinburgh  EH12 6UT
Tel: 0131 314 6000
E-mail: ear@gtcs.org.uk
to discuss your situation.

Contact:
EAR Department
General Teaching Council for Scotland
Clerwood House
96 Clermiston Road
Edinburgh  EH12 6UT
Tel: 0131 314 6000
E-mail: ear@gtcs.org.uk

to discuss:

- the nature and content of the CPD programme you will be required to complete in order to gain registration as a secondary teacher, ie:
  - any necessary academic requirements;
  - recent curriculum developments and thinking in the subject area;
  - learning and teaching methodologies;
  - assessment processes and procedures;
- the requirements for demonstrating you have achieved the Standard for Full Registration.

Please note: The content of this programme and your teaching requirements will be agreed with your employer and one of the Higher Education Institutions.
Step 3  Now that you have provisional or provisional (conditional) registration and a teaching post how do you gain full registration?

Developing your Professional Knowledge

Have you undertaken the CPD programme agreed in Step 2?

- NO: This CPD programme must be completed before you apply for full registration.
- YES: Gain more teaching experience before applying for full registration.

Gaining teaching experience

Have you been teaching the subject for at least 70% of your timetable over a period equivalent to one school year?

- NO: If you are unable to take sole responsibility for certificate classes, arrange to team teach with a colleague.
- YES: Has your teaching included certificate classes?

- NO: Apply for full registration.
- YES: Have you discussed your progress in teaching the subject with an appropriate colleague in school?

- NO: Arrange a meeting with your Line Manager and/or Probation Coordinator.
- YES: Have you been observed teaching the subject and received feedback on your teaching on at least six occasions?

- NO: Make arrangements for these observed sessions with your Line Manager and/or Probation Coordinator.
- YES: Reflecting on your learning and development?

Applying for Full Registration
If you have provisional (conditional) registration, have you completed the required academic study? A transcript from the Higher Education Institution confirming successful completion of your study should be included with your profile.

YES

Have you asked your headteacher and/or the Line Manager to discuss and complete the relevant sections of your profile confirming:

- that you have undertaken the agreed CPD programme to develop your professional knowledge in relation to teaching the subject;
- that you have been observed teaching the subject on at least six occasions;
- that you meet the Standard for Full Registration in relation to teaching the subject in the secondary sector?

YES

Send completed profile to:
Professional Learning Development (PLD)
The General Teaching Council for Scotland
Clerwood House
96 Clermiston Road
Edinburgh EH12 6UT

The PLD Department will issue you with a certificate of Full Registration and amend the information held in the register.

NO

Complete your academic study before applying for registration.

NO

Arrange to meet your headteacher and/or Line Manager to complete the profile.

NO
**GTC Scotland**

Clerwood House, 96 Clermiston Road, Edinburgh EH12 6UT
Tel: 0131 314 6000 Fax: 0131 314 6001
E-mail: gtcs@gtcs.org.uk

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**Direct weblinks**

**Main site:**
www.gtcs.org.uk

**Probation department:**
www.gtcs.org.uk/probation

**Probation site for teachers:**
www.gtcs.org.uk/probationweb

**Registration department:**
www.gtcs.org.uk/registration

**Chartered teachers:**
www.gtcs.org.uk/charteredteacher

**Professional recognition:**
www.gtcs.org.uk/professionalrecognition

**Professional conduct:**
www.gtcs.org.uk/professionalconduct

**Research:**
www.gtcs.org.uk/research

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Code: GTCS......