



# ACCREDITATION FRAMEWORK FORMATION FOR MISSION PATHWAYS

for Catholic schools in Tasmania - Version 2 - 15 January 2019



Catholic  
Education  
Tasmania

## CONTENTS

1.	Accreditation Framework - Formation for Mission Pathways to Work, Teach and Teach Religious Education in Catholic School	1
2.	Diagram of Accreditation Framework - Formation for Mission Pathways	3
3.	Pathway: To Work in a Catholic School – ‘Accreditation A’	4
	<ul style="list-style-type: none"><li>• Who is Accreditation to Work in a Catholic School for?</li><li>• What is required?</li><li>• What is required for ongoing renewal (maintenance) of ‘Accreditation A’?</li><li>• How is ‘Accreditation A’ implemented?</li></ul>	
4.	Pathway: To Teach in a Catholic School – ‘Accreditation B’	6
	<ul style="list-style-type: none"><li>• Who is Accreditation to Teach in a Catholic School for?</li><li>• What is required for Full Accreditation?</li><li>• What is required for ongoing renewal (maintenance) of ‘Accreditation B’?</li><li>• How is ‘Accreditation B’ implemented?</li></ul>	
5.	Pathway: To Teach Religious Education in a Catholic School – ‘Accreditation C’	8
	<ul style="list-style-type: none"><li>• Who is Accreditation to Teach Religious Education in a Catholic School for?</li><li>• What is required for Full Accreditation?</li><li>• Guidelines for Selecting Pathway</li><li>• What is required for ongoing renewal (maintenance) of ‘Accreditation C’?</li><li>• How is ‘Accreditation C’ implemented?</li><li>• Recognition of Prior Learning for ‘Accreditation C’</li></ul>	
6.	Frequently Asked Questions – FAQ’s	11

# 1 Accreditation Framework - Formation for Mission Pathways to Work, Teach and Teach Religious Education in Catholic Schools and Colleges

Dear Colleagues in Catholic Education

I wish to commend to you our most recent work in the area of staff formation, the Accreditation Framework – Formation for Mission Pathways to Work, Teach and Teach Religious Education.

Our work in formation has its foundation in the Archbishop's Charter for Catholic Schooling (2016) which states:

*Our entire curriculum, including Religious Education, seeks to promote and deepen each student's understanding of the Catholic faith and their commitment to Christian values. All teachers, across all areas of the curriculum, have a responsibility to inculcate in their students, Christian values and a capacity for moral and ethical judgment. In essence, our challenge is to evangelise the curriculum.*

In response to this statement, work was undertaken to review and revise the long-standing Accreditation Policy. The revised Accreditation Policy (Policy No. 01:2017) was approved by the Catholic Education Commission Tasmania on 2 March 2017.

The revised Accreditation Policy aims to encourage school and college communities in partnership with the Tasmanian Catholic Education Office (TCEO):

1. to respond fully to the Archbishop's invitation and mandate to teach Religious Education and to exercise leadership in a Catholic school on his behalf;
2. to respond to the changing needs and culture of contemporary Catholic schooling;
3. to recognise, promote and affirm appropriate forms of professional learning relevant to Religious Education teaching and leadership in a Catholic school;
4. to promote the attainment of academic knowledge and skills in the areas of Religious Education and Catholic school leadership;
5. to provide opportunities for participants to become familiar with and to be immersed in the culture of Catholic education;
6. to nurture the formation, faith development and ongoing professional growth of all employees; and
7. to use Accreditation status under this policy as one of the criteria to assist with selection of staff for teaching and leadership positions in Catholic schools.



The purpose of this Accreditation Framework in Catholic schools and colleges is to guide and support principals and employees in the implementation of the Accreditation Policy. The Framework endeavours to answer the 'Frequently Asked Questions' (FAQ's) that may be asked by employees and Principals as the revised Accreditation Policy is implemented. It provides information about the recognition of prior learning and guidelines for transition of teachers of Religious Education from 'Provisional Accreditation' to teach Religious Education (Strand 2.1) to 'Full Accreditation C' of the revised policy. It is anticipated that these guidelines will assist Principals and teachers in their development of an individualised plan to facilitate their professional learning path to 'Full Accreditation'.

Our Accreditation Framework is consistent with the recently published 'Framework for Formation for Mission in Catholic Education' published by the National Catholic Education Commission (NCEC) with the approval of the Australian Catholic Bishops. This national framework provides a consistent approach to staff formation across Australia assisting those responsible for formation to evaluate their current practice in addition to enhancing formation opportunities for mission for staff of our Catholic schools.

Catholic schools are both educating and evangelising communities giving an authentic voice to the religious dimension of life through the lens of a faith community. They collectively strive to meet the challenge found in Matthew's gospel, when Jesus commissioned his followers to, "go and make disciples of all nations" (Matthew 28:19). On a daily basis Catholic schools are challenged to "make disciples" through their school's particular culture and charism, through the life witness of its members and through the curriculum.

To ensure our ongoing effectiveness in this role requires a framework for initial and ongoing formation. It is with this intention that I commend to you the Accreditation Framework – Formation for Mission Pathways to Work, Teach and Teach Religious Education.

Yours in Hope

John Mula  
Executive Director  
Catholic Education Tasmania

# 2

## Formation for Mission Pathways Accreditation to Work, Teach and Teach RE



### A

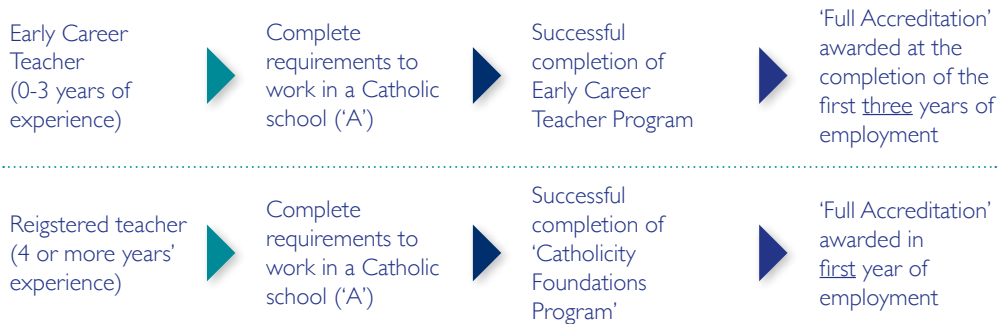
To work in a Catholic school/system



Ongoing Renewal (Maintenance): Complete 5 hours of school-initiated formation for mission each year

### B

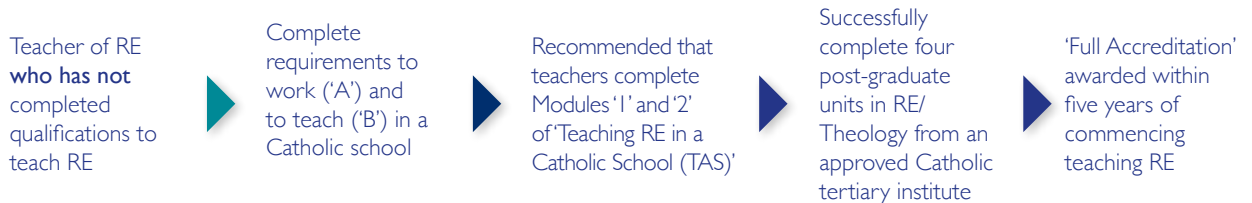
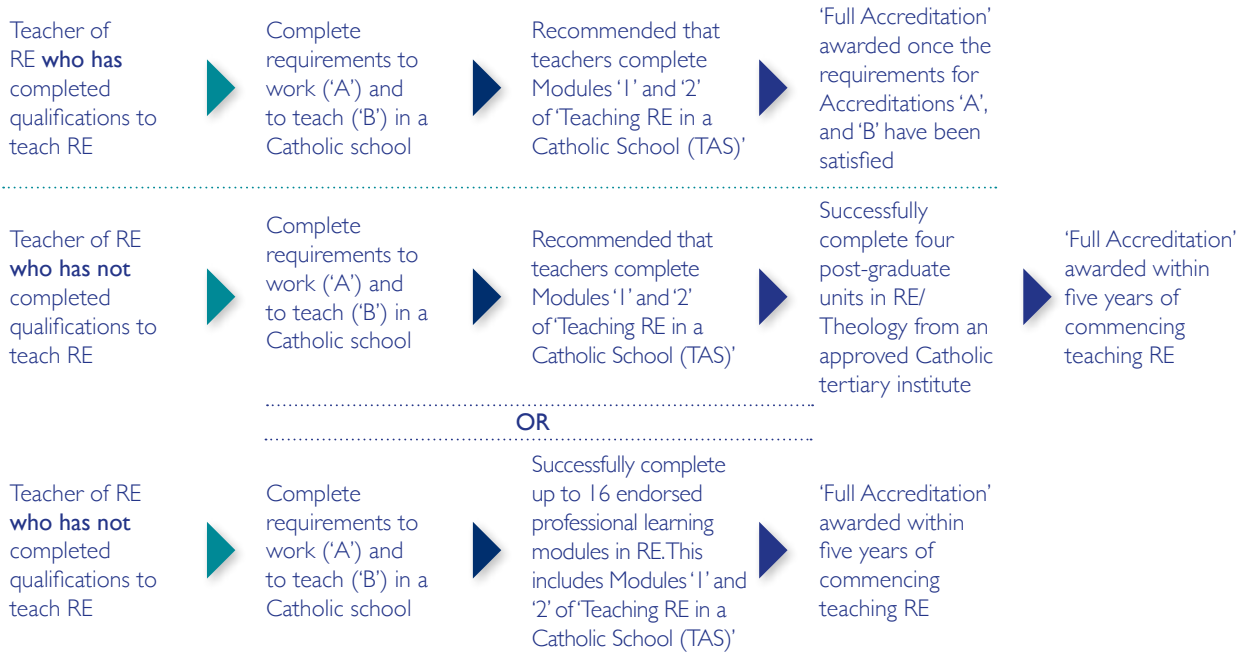
To teach in a Catholic school



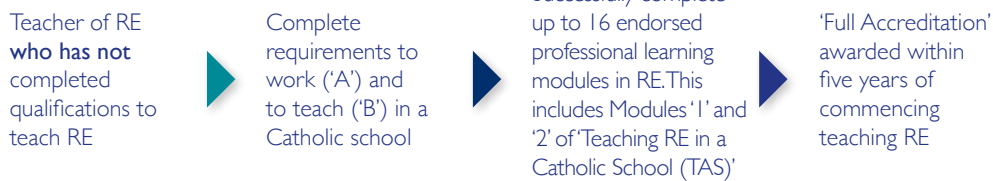
Ongoing Renewal (Maintenance): Complete maintenance required for 'A' and attend formation retreat once every 5 years

### C

To teach Religious Education (RE) in a Catholic school



OR



Ongoing Renewal (Maintenance): Complete maintenance required for 'A' and 'B', and Complete 5 hours of school based professional learning in RE aligned to the Good News for Living (GNFL) and/or senior secondary RE courses each year

# 3 Accreditation to Work in a Catholic School 'Accreditation A'

*'Accreditation A' is for all employees working in Catholic schools and the Catholic education system in Tasmania. All employees are called to share in the evangelising mission of Catholic schools. The foundational knowledge of the mission and purpose of the Catholic school supports the efforts of all employees to understand and give witness to the Catholic faith.*

## Who is 'Accreditation to work in a Catholic school' for?

All staff employed in Catholic Education Tasmania (CET). 'Accreditation A' is foundational to Accreditations 'B' (to teach) and 'C' (to teach Religious Education).

## What is required?

'Accreditation to Work in a Catholic school' requires a willingness from employees to work and grow personally, consistent with the mission of Catholic Education Tasmania.

**'Accreditation A' requires employees to attend a one-day (5 hours) induction program** conducted by the Tasmanian Catholic Education Office (TCEO) during non-term time within their first year of employment; and where possible, prior to taking up the appointment.

And,

Within their first year in a Catholic School employees are **required to attend five (5) hours of school level induction** incorporating school culture, school and parish relationship, and the founding charism of the school.

## What is required for ongoing renewal (maintenance) of 'Accreditation A'?

To maintain 'Accreditation A' employees are required **to participate annually in five (5) hours of school/system initiated formation for mission.**

## How is 'Accreditation A' implemented?

Requirement	Program	Provider
5 hours CET induction to Catholic education	CET Induction	TCEO
5 hours School level induction incorporating school culture, parish relationship, and founding charism	School initiated induction	Principal
Ongoing renewal (maintenance): 5 hours annual school initiated formation for mission program or experience	School initiated. TCEO endorsement required e.g. School based Spirituality Days, Going Deeper program (Note: Guidance provided by the NCEC Framework for Formation for Mission)	Principal

The TCEO will maintain a record of an employee's completion of the **CET induction**.

Principals are responsible for the program for **school level induction** which can be delivered by other staff members or external facilitators. In addition, principals are responsible for notifying the TCEO of an employee's completion of the induction by completing and submitting [FORM 1](#).

Principals are also responsible for the **provision of 5 hours of annual school-initiated formation for mission** for employees that can be delivered by other staff members or external facilitators. Application for the endorsement of school-initiated programs is to be completed and sent to the Accreditation Officer no later than 30 days prior to the implementation of the program [FORM 2](#).

In addition, principals are responsible for notifying the TCEO of an employee's completion of the program by completing and submitting [FORM 3](#).



# 4

## Accreditation to Teach in a Catholic School 'Accreditation B'

*'Accreditation B' is for all employees teaching in Catholic schools in Tasmania. All teachers have a responsibility to foster the Catholic school's mission through its life and curriculum. Catholic school teachers are required to understand and to give witness to the Gospel.*

### Who is 'Accreditation to Teach in a Catholic' school for?

All teaching staff employed in Tasmanian Catholic schools. Relief and temporary staff are encouraged but not required to complete 'Accreditation to Teach in a Catholic School'.

On commencement of their appointment to work as a teacher in a Catholic school, teachers are awarded 'Provisional Accreditation' to teach in a Catholic school.

### What is required for 'Full Accreditation'?

'Full Accreditation' to teach in a Catholic school requires teachers to complete the requirements for 'Accreditation A'.

And,

For **beginning teachers** (0-3 years of teaching experience), 'Full Accreditation' requires the successful completion of the Early Career Teacher program facilitated by the TCEO during their first three (3) years of teaching.

OR

For **registered teachers** with four (4) or more years of teaching experience 'Full Accreditation' requires the completion of a TCEO endorsed Catholicity foundations program within their first year of employment (see '**How is 'Accreditation B' implemented?**' for examples of endorsed programs).

### What is required for ongoing renewal (maintenance) of 'Accreditation B'?

Teachers with 'Provisional' or 'Full Accreditation' to teach in a Catholic school are required to maintain 'Accreditation A' by **participating annually in 5 hours of school/system initiated formation for mission.**

In addition, teachers are required to **participate in a formation retreat once every 5 years.** For beginning teachers this opportunity will be provided as part of the Early Career Teacher program.



## How is 'Accreditation B' implemented?

Requirements	Program	Provider
Successful completion of 'Early Career Teacher' Program	'Early Career Teacher' program	TCEO
Successful completion of a Catholicity foundations program	Cl&E endorsed programs. Examples include: <ul style="list-style-type: none"> <li>• 'What Do Catholics Believe?' Program</li> <li>• BBI Foundation unit in Theology/RE (THEO0800)</li> <li>• Verbum Domini Catechetical Institute courses</li> <li>• RCIA Program</li> <li>• Alpha Program</li> <li>• Word on Fire 'CATHOLICISM' Study Program</li> </ul>	TCEO endorsed providers/ programs
<b>Ongoing renewal (maintenance):</b> To participate in a teachers' formation retreat once every five years	Select from one of the following retreat experiences: <ul style="list-style-type: none"> <li>• 'Courage to Be' Retreat</li> <li>• Christian Meditation Retreat</li> <li>• 'Life to the Full' Retreat for early career teachers</li> <li>• 'Retreat in Daily Life' Retreat for mid-career teachers</li> <li>• 'You are Loved' Retreat program for experienced teachers</li> </ul>	TCEO endorsed retreat facilitators

In addition to the requirements for the maintenance of 'Accreditation A', Principals are required to facilitate the opportunity for teachers to participate in a formation retreat once every five (5) years, and are to maintain a record of their participation.

Teachers are required to notify the TCEO of their completion of the requirements for 'Accreditation B' by completing and submitting [FORM 4](#).

# 5

## Accreditation to Teach Religious Education in a Catholic School 'Accreditation C'

*'Accreditation C' is for all employees teaching Religious Education in Catholic schools in Tasmania. Religious Education teachers present, explain and justify the Christian message as it is transmitted by the Catholic Church. They implement the Religious Education program mandated by the Archbishop of Hobart.*

### Who is 'Accreditation to teach Religious Education in a Catholic school' for?

Teachers of Religious Education in Catholic schools in Tasmania.

On commencement of their appointment to work as a teacher of Religious Education in a Catholic school, teachers are awarded 'Provisional Accreditation' to teach Religious Education in a Catholic school. Teachers are required to transition from 'Provisional' to 'Full Accreditation' within their first five (5) years of teaching Religious Education.

### What is required for 'Full Accreditation'?

'Full Accreditation' to teach Religious Education in a Catholic school requires teachers of Religious Education to complete the requirements for Accreditations 'A' and 'B', and to complete one of the following pathways:

#### i. Tertiary qualification pathway:

- Successfully completed six (6) undergraduate level units in Religious Education and/or Theology from an approved Catholic tertiary institute. Teachers that have completed these units within their undergraduate degree will be awarded 'Full Accreditation' once they have satisfied the requirements for Accreditations 'A' and 'B'. It is recommended that teachers complete the professional learning Modules '1' and '2' of 'Teaching Religious Education in a Catholic School in Tasmania' in their first year of teaching Religious Education.

Or,

- Successfully complete four (4) post-graduate units in Religious Education and/or Theology from an approved Catholic tertiary institute. In addition, it is recommended that teachers complete the professional learning Modules '1' and '2' of 'Teaching Religious Education in a Catholic School in Tasmania' in their first year of teaching Religious Education.

#### ii. Non-qualification pathway:

- Successfully complete up to sixteen (16) TCEO endorsed professional learning modules in Religious Education, including Modules '1' and '2' of 'Teaching Religious Education in a Catholic School in Tasmania'.

## Guidelines for Selecting Pathway

The following considerations need to be kept in mind when teachers are deliberating on which pathway to attain 'Full Accreditation C' is right for them:

- Both pathways will meet the employment requirements for 'Full Accreditation C'.
- Both pathways will be rigorous and require a solid commitment over five years of teaching.
- A post-graduate qualification in Religious Education or Theology provides status towards further leadership qualifications, and is readily transferable between dioceses and jurisdictions if desired.

### What is required for ongoing renewal (maintenance) of 'Accreditation C'?

Teachers with 'Provisional' or 'Full Accreditation' to teach Religious Education in Catholic schools are required to maintain Accreditations 'A' and 'B', that is, by **participating annually in five (5) hours of school/system initiated formation for mission**, and **by participating in a formation retreat once every five years**.

In addition, maintenance of 'Accreditation C', requires teachers of Religious Education to **undertake annually 5 hours of school based professional learning in Religious Education** aligned to the Good News for Living (GNfL) curriculum framework and/or senior secondary religious education courses.

### How is 'Accreditation C' implemented?

Requirements	Program	Provider
<b>Tertiary qualification pathway:</b> Successfully completed either six (6) undergraduate level units in RE/Theology OR Successfully complete four (4) post-graduate units in RE/Theology, or the equivalent thereof.	Undergraduate level units in Religious Education as part of Bachelor of Education degree.  Graduate Certificate in RE/Theology  Masters level units in RE/Theology	TCEO endorsed Catholic tertiary institute
OR		
<b>Professional learning pathway:</b> Successfully complete up to sixteen (16) professional learning modules in Religious Education.	TCEO endorsed professional learning modules in RE.	Modules facilitated by the TCEO CI&E Team
Ongoing renewal (maintenance): 5 hours of annual professional learning in RE aligned to the Good News for Living (GNfL) curriculum framework, and, or senior religious education courses.	School-initiated professional learning.	Principal  Support provided by CI&E Education Officers

## Recognition of Prior Learning for 'Accreditation C'

Provision has been made within the Accreditation Framework to formally recognise the prior professional learning of teachers of Religious Education towards 'Full Accreditation' as outline in the following table:

Religious Education accreditation points awarded prior to January 2018	Number of non-qualification modules to be completed to attain 'Full Accreditation C'	Number of post-graduate units in Religious Education and/or Theology to be completed to attain 'Full Accreditation C'
<8	16	4
8-15	12	3
16-19	8	2
20-24	4	1

Teachers of Religious Education are required to notify the TCEO of their completion of tertiary units, and, modules of professional learning in Religious Education, by completing and submitting [FORM 5](#). Recognition of tertiary units towards 'Full Accreditation' requires the provision of a formal academic transcript indicating successful completion of the unit(s).

Principals are responsible for the provision of 5 hours of annual professional learning in Religious Education for teachers, aligned to the Good News for Living (GNfL) curriculum framework, and, or, senior secondary religious education courses. The TCEO Catholic Identity & Evangelisation (CI&E) Officer will support the principal and school leader of Religious Education in the provision of professional learning of teachers in Religious Education.

In addition, principals are responsible for notifying the TCEO, once a year, of an employee's completion of the 5 hours of professional learning by completing and submitting [FORM 6](#).

# 6

## Frequently Asked Questions (FAQs)

<p>What is the purpose of the Accreditation Policy and the Accreditation Framework?</p>	<p>It is vital for the effectiveness of the Catholic school community that all members understand its purpose and mission. Accreditation to work, teach and teach Religious Education in a Catholic School is a means of assisting all staff in Catholic schools to develop a deeper understanding, not only of the nature of the school as part of the Church's mission, but also of their roles as employees of the Catholic school. To achieve this goal, the Tasmanian Catholic Education Office (TCEO) administers the policy of the Tasmanian Catholic Education Commission's (TCEC) Accreditation Policy. This policy requires that all staff working within the Catholic system in Tasmania undertake the necessary formation for mission and professional learning to fulfil the requirements for 'Accreditation A'. For those who are teaching in Catholic schools, this policy requires that they also undertake the necessary formation for mission and professional learning to fulfil the requirements for 'Accreditation B'. In addition, those teaching Religious Education in Catholic schools, are also required to fulfil the requirements for 'Accreditation C'.</p>
<p>Who is responsible for the implementation of the new Accreditation Policy?</p>	<p>Implementation of the Accreditation Policy is the shared responsibility of the TCEO, school principals and employees in Catholic schools. Principals are required to ensure that compliance with the Accreditation Policy is a component of the employment contract for staff employed in Catholic schools. Principals are required to apply for endorsement by the TCEO of their school-initiated formation for mission programs to work in a Catholic school with the TCEO.</p>
<p>What are the implications of not satisfying and maintaining the requirements to work, teach, and teach Religious Education in a Catholic School?</p>	<p>The employment contract of employees working, teaching and teaching Religious Education in Catholic Schools requires them to comply with the Accreditation Policy. The Accreditation Policy includes the Accreditation Framework and clearly outlines the requirements for the attainment and maintenance of 'Full Accreditation' to work in a Catholic school. Where an employee does not follow reasonable instructions to satisfy the requirements for attainment and maintenance of accreditation, they may be subject to disciplinary action.</p> <p>It is recommended that the principal develop with each member of their staff a formation and professional learning plan to achieve and maintain the relevant accreditation(s).</p>

<p>Who keeps the record of an employee's completion of the various?</p>	<p>The record keeping and monitoring of an employee's completion of the requirements of the formation for mission pathways and progress towards 'Full Accreditation' are the co-responsibility of the TCEO, the principal and the school employee.</p> <p>Principals are required to keep a record of an employee's participation in professional learning and formation for mission experiences as per the requirements for Accreditations 'A', 'B' and 'C'.</p> <p>The forms for applying for the recognition of tertiary study in Religious Education, endorsement of school-initiated formation programs, and the completion of professional learning and formation programs by employees towards accreditation are available on the <a href="#">Catholic Education Tasmania website</a>.</p> <p>Principals are required to notify the TCEO of an employee's completion of the school level induction by completing and submitting 'FORM 1'. They are required to apply (30 days prior to the date) for the endorsement of their school-initiated formation for mission programs with the TCEO by completing and submitting 'FORM 2', and, are required to notify the TCEO of an employee's completion of the program ('FORM 3'). Similarly, they are required to notify the TCEO once per year of a teacher's completion of 5 hours of professional learning in Religious Education aligned to the Good News for Living (GNfL) curriculum framework, and/or, senior secondary religious education courses ('FORM 6').</p> <p>Teachers are required to notify the TCEO of their completion of the requirements for 'Full Accreditation B', and, the requirements for ongoing renewal (maintenance) of 'Accreditation B' by completing and submitting 'FORM 4'. They are also required to notify the TCEO of their completion of tertiary course units in Religious Education/Theology, and/or, endorsed professional learning modules in Religious Education by completing 'FORM 5'. For tertiary units, they are required to provide an official academic transcript from the Catholic institute.</p>
<p>Do I need to be a qualified teacher of Religious Education prior to employment as teacher of Religious Education in a Catholic school in Tasmania?</p>	<p>No. Teachers beginning teaching Religious Education in Catholic schools in Tasmania are awarded 'Provisional Accreditation' at the commencement of their employment.</p>

<p>What do I need to do to transition from 'Provisional' to 'Full Accreditation' to teach Religious Education in a Catholic school?</p>	<p>Teachers are required to transition from 'Provisional' to 'Full Accreditation' within five (5) years of commencing teaching of Religious Education by completing one of the prescribed pathways (see page 10 for What is required for 'Full Accreditation' to teach Religious Education)</p>
<p>What do I need to do to transition from 'Provisional' to 'Full Accreditation' to teach Religious Education in a Catholic school?</p>	<p>Teachers are required to transition from 'Provisional' to 'Full Accreditation' within five (5) years of commencing teaching of Religious Education by completing one of the prescribed pathways (see page 8 for What is required for 'Full Accreditation' to teach Religious Education).</p>
<p>What is required for 'Full Accreditation' to teach Religious Education in a Catholic School in Tasmania?</p>	<p>'Full Accreditation' to teach Religious Education in a Catholic school in Tasmania is attained by completing one of the following pathways:</p> <ol style="list-style-type: none"> <li>1. Tertiary qualification pathway <ul style="list-style-type: none"> <li>• Successfully completed six (6) undergraduate tertiary units in Religious Education/Theology from an approved Catholic tertiary institute. Teachers that have completed these units within their undergraduate degree will be awarded 'Full Accreditation' once they have satisfied the requirements for Accreditation 'A' and 'B'.</li> </ul> </li> <li>OR</li> <li>• Successfully complete four (4) post-graduate units in Religious Education/Theology from an approved Catholic tertiary institute.</li> </ol> <ol style="list-style-type: none"> <li>2. Professional learning pathway (non-qualification) <ul style="list-style-type: none"> <li>• Successfully complete up to sixteen (16) TCEO endorsed professional learning modules in Religious Education.</li> </ul> </li> </ol>
<p>How does my prior professional learning in Religious Education transfer to the current Accreditation Policy?</p>	<p>CET recognises the prior learning of employees accredited through the previous Accreditation Policy - see table on page 10 for Recognition of Prior Learning for 'Accreditation C' (to teach Religious Education in a Catholic school).</p>
<p>What are the benefits of completing a Graduate Certificate in Religious Education?</p>	<p>The Graduate Certificate in Religious Education along with a teaching degree fulfils the criteria to teach in a Catholic primary school or to teach Religious Education in a Catholic secondary school in most dioceses throughout Australia. Also, the Graduate Certificate in Religious Education provides status towards further qualifications in leadership in Catholic schools. Furthermore, the units completed in the Graduate Certificate are credited by the University of Tasmania (UTAS) towards the Graduate Honours degree.</p>

What financial support is available from Catholic Education Tasmania for teachers to complete post-graduate qualifications in Religious Education? How can I access this support?

CET provides financial support to teachers to undertake a post-graduate qualification in Religious Education/Theology from an approved Catholic tertiary institute. Currently, the TCEO sponsors teachers to complete the four (4) units of the Graduate Certificate in Religious Education through The Australian Institute of Theological Education (TAITE - BBI). Teachers are reimbursed 90% of the tuition cost by the TCEO for each successfully completed unit of the Graduate Certificate in Religious Education. Scholarship application forms are available from the CI&E Team. Contact [diana.batchelor@catholic.tas.edu.au](mailto:diana.batchelor@catholic.tas.edu.au) for further details.