Queensland

Pre-placement clearances 2023

InSchool Education Placements Website

https://www.cdu.edu.au/education/education-placements
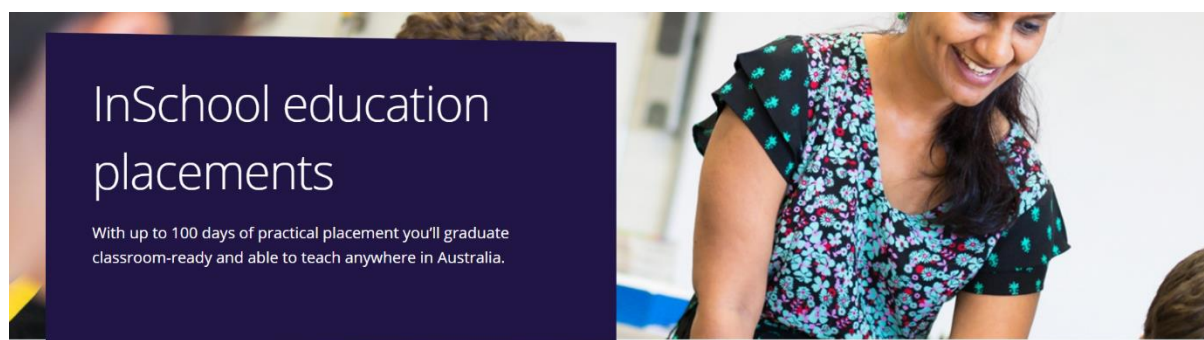
Your first port of call is the InSchool Education Placements Website. Please make sure that you familiarise yourself with this website. It contains important information regarding your placements.

What you'll find on the InSchool Education Placements Website

As a summary, the links from the homepage will connect you to the following information:

- **What you need to do before placement**: Teaching requirements, placement settings, pre-placement requirements, pre-placement clearances, variations to placement and common ages.
- **During placement**: The forms your mentor needs to complete at the interim and end of your placement.
- **Mentor resources:** Role description, concern processes, targeted support plans, early cessation of placement and mentoring templates.
- **Frequently asked questions:** Check here to see if your question has already been answered.

Contact Details

The Office for Professional Experience and Placements should be your first point of call for any Professional Experience or placement inquiries. **Email:** InSchool@cdu.edu.au

Required Pre-Placement Clearances

All students are required to obtain clearances prior to any placement in a setting with children. Please use this document to identify and complete the specific requirements prior to your placements.

State and Territory requirements frequently change and students are responsible for ensuring they have the required, valid and up to date clearances. Please ensure that you lodge all clearance applications as early as possible as these can sometimes take months to process. Copies of all certificates and screenings **must be submitted** to Inplace for verification.

For clearances not listed on the Inplace website, you must submit these to the InSchool Office prior to the confirmation of a placement. Please send scanned copies to InSchool@cdu.edu.au. Please ensure that your uploaded or scanned copies are only in the following formats: Word Docs, PDFs, JPEG. Any other file formats will not be accepted. You can access Inplace through your CDU student portal.

Students are required to have submitted their pre-placement requirements within 14 days after census or they will not be eligible for placement and may face academic penalty for the unit if these requirements are not met.

Overview Checklist of QLD Clearances

Required Documentation	Individuals Required to Complete
Requirement 1: Working with Children Check (WWCC)	
Working with Children Check Processing time: Approximately 3 weeks however sometimes longer. No fee for students.	All students need to have a valid WWCC (The Blue Card system in Queensland) prior to placement. You will be issued with a Blue Card once your application is approved. Applications are made via: Blue Card Services	Your rights, crime and the law	Queensland Government (www.qld.gov.au)
Requirement 2: A Signed Preservice Teacher Contract	
Please sign and return the PST Contract to the InSchool Office so that your placement can be confirmed. The document can be found https://www.cdu.edu.au/education/education-placements/placement-guidelines and then clicking on "Pre-service teacher agreement".	

Requirement 3: Introductory Profile
Please complete the Introductory profile and load it into InPlace as soon as possible. This document will assist the team in locating and confirming your placement. The document can be found https://www.cdu.edu.au/education/education-placements/placement-guidelines and then clicking on "Introductory profile".

Working with Children Check (WWCC)

In Queensland, anyone working with children under 18 years old must obtain a Blue Card. These are issued by the Queensland Government Blue Card Services and are valid for 3 years.

You are required to:

- apply for a Blue Card as soon as you're enrolled in your practicum unit
- provide your application reference number in your InPlace profile or email it to Inschool@cdu.edu.au

To apply for a Blue Card, please follow this link:

Blue Card Services | Your rights, crime and the law | Queensland Government (www.qld.gov.au)

Applying for Teacher Registration

You don't need to wait until you've graduated to apply for teacher registration. You should apply when you're in the final semester of your teaching degree. Once CDU advises that you have met all program requirements, the Queensland College of Teachers (QCT) can finalise your registration.

To find out how to apply, please follow this link:

Teacher registration in Qld - Teaching in Qld? | QCT

LANTITE: Literacy and Numeracy Tests

The Australian Government has introduced a Literacy and Numeracy Test for Initial Teacher Education students (LANTITE), effective from 2016. From 1 July, 2016, Initial Teacher Education students across Australia will need to successfully meet the approved national literacy and numeracy benchmark (LANTITE) prior to completing their course.

It is designed to assess initial teacher education students' personal literacy and numeracy skills. This is measured through an online assessment tool administered by the Australian Council for Educational Research (ACER). The Test involves two separate tests, one for Literacy and one for Numeracy. Successful completion of both tests is required to graduate.

Please make sure that you view the LANTITE LearnLine site for extensive resources and self-study materials.