SPECIAL REQUIREMENTS FOR PRE-SERVICE TEACHERS

To register for any subject with a placement, you must complete and submit evidence of all Special Requirements. All Special Requirements with expiry dates must remain valid for the entire duration of, and beyond, the semester in which you are enrolling.

WORKING WITH CHILDREN CHECK (WWCC) AND THE WWCC VERIFICATION

- Click Here to obtain a valid Working with Children Check (WWCC) clearance.
- To have your WWCC verified by the NSW Department of Education you must complete the online Pre-Service Teacher Registration Form
- Verify your registration submission by clicking 'confirm' on the email received within 24 hours of submitting the online form.
- You are only required to complete the Pre-Service Teacher Registration Form once. Please retain a copy of your verification, as you will need to present it to your placement school on the first day of placement.
- Once verified by the NSW Department of Education, submit your WWCC clearance and verification using the Satisfy Special Requirements on Registration form.

IMPORTANT: If you are a current or past employee of the department, you are required to complete the Pre-service Teacher Registration Form. For more information, please refer to Placement registration FAQs for PSTs who are employees or are applying for approval to teach.

FOUNDATIONS OF CHILD SAFETY TRAINING REQUIRED FOR ALL PLACEMENT STUDENTS

All students are required to complete the mandatory National Child Safety Training before attending Professional Experience placement.
The training is delivered through Geccko, the Australian Government's online learning platform.

The training covers key areas including:

- Recognising signs of harm
- Understanding reporting responsibilities
- Creating safe and supportive environments for children and young people

To complete the training, please visit the Geccko Registration Page and follow the prompts to create your account. For support and helpful resources, please visit the Australian Government Department of Education website.

LANTITE (NATIONAL LITERACY AND NUMERACY TEST FOR INITIAL TEACHER EDUCATION):

The following requirements apply to the following courses:

- TEAC4006 Professional Experience 4
- TEAC7106 Professional Experience K-6
- TEAC7155 Professional Experience 2

Prior to registering for your final school placement, you must meet the standard on the National Literacy and Numeracy Test for Initial Teacher Education (LANTITE). This test ensures graduating teachers have the literacy and numeracy skills essential for effective teaching.

- All students must attempt and meet the required standard in LANTITE before their final Professional Experience placement.
- Students are required to attempt the test in their first year of the program. Plan to complete LANTITE at least three months before enrolling in your final placement.
- To register for an upcoming test window, visit the LANTITE Registration Page.

For more information about LANTITE, visit the ACER website.

SPECIAL REQUIREMENTS CHECK LIST:

COMPLETE PRIOR TO ENROLLING IN FIRST PLACEMENT:

- ◯ WWCC (Working with Children Check)
- ◯ WWCC Verification

ALL PROFESSIONAL EXPERIENCE SUBJECTS (EARLY CHILDHOOD AND SCHOOL-BASED)

- ◯ Child Protection Awareness Induction Training
- ◯ ASCIA Anaphylaxis e-Training Course

COMPLETE ONCE ENROLLED IN PLACEMENT (SCHOOL BASED PLACEMENTS ONLY)

- ◯ Anti-Racism Policy
- ◯ Aboriginal Cultural Education
- ◯ Code of Ethics and Conduct Training
- ◯ Foundations of Child Safety Training

COMPLETE ONCE ENROLLED IN PLACEMENT (EARLY CHILDHOOD PLACEMENTS)

- ◯ Foundations of Child Safety Training

COMPLETE PRIOR TO FINAL SCHOOL-BASED PLACEMENT:

- ◯ LANTITE



WESTERN SYDNEY UNIVERSITY

COMPLETE THE FOLLOWING NSW DEPARTMENT OF EDUCATION MANDATORY TRAINING COURSES:

For further information about this mandatory training and course outlines, please click here

Training Name	Status	Access	Document Submission
Child Protection Awareness Induction Training	Requirement for **ALL** Professional Experience Subjects (Early Childhood and School-Based)	MyPl	Prior to enrolment or registration into subject certificates must be submitted to the WesternNow Student Portal
Foundations of Child Safety Training	Requirements for **ALL** Professional Experience Subjects (Early Childhood and School-Based)	Geccko	Certificate must be uploaded to InPlace. Please check your "To Do" list in InPlace after Week 1 of the semester for more details.
ASCIA Anaphylaxis e-training Course	Requirements for **All** Professional Experience Subjects (Early Childhood and School-Based)	ASCIA website	Prior to enrolment or registration into subject certificates must be submitted to the WesternNow Student Portal
Anti-Racism Policy	Requirement for **School Based Placements only**	MyPl	Certificates must be uploaded to InPlace. Please check your "To Do" list in InPlace after Week 1 of the semester for more details.
Aboriginal Cultural Education	Requirement for **School Based Placements only**	MyPl	Certificates must be uploaded to InPlace. Please check your "To Do" list in InPlace after Week 1 of the semester for more details.
Code of Ethics and Conduct Training	Updated Course (Ethics + Conduct)- for **School Based Placements only**	MyPl	Certificates must be uploaded to InPlace. Please check your "To Do" list in InPlace after Week 1 of the semester for more details.

How to Access Training: log into the Staff Portal via education.nsw.gov.au, select MyPL from the right-hand menu, search "Child Protection Awareness," and select the relevant module.

For assistance creating a NSW Department of Education account, click here and refer to the Pre-Service Teacher Registration Guide.

Pre-service teachers must upload the following to the Satisfy Special Requirements on Registration form:
WWCC, WWCC verification email, ASCIA Anaphylaxis certificate, and Child Protection Awareness certificate.

Once enrolled, Pre-service teachers must upload any other required Special Requirements documents to InPlace by Week 3.

IMPORTANT: Please retain copies of all mandatory training completion certificates, as students are required to present these to schools on the first day of placement.

NEED HELP?

For assistance, visit the Western Sydney University Special Requirements page

OR reach out via email:
enquirieseducation@westernsydney.edu.au

