



Authorisation Letter



Approved provider of Special Religious Education (SRE) and authorised teacher/s of SRE

Dear Principal of _____ (name of school)

The name of the SRE approved provider: _____

The name of the approved provider is to go on the school website.

Approved providers are listed in the Department's Religion and Ethics site:
<https://education.nsw.gov.au/religion-and-ethics>.

I confirm that the following teacher/s have been authorised to teach SRE having completed the authorisation process of their approved provider in line with the Department's SRE procedures and annual assurance process.

The authorisation process includes:

- the verification of a current *Working with Children Check*
- Child Protection training (meeting the relevant requirements under *the Child Protection Working with Children Act 2012* and the *Child Protection Working with Children Regulation 2013*)
- SRE teacher training

| Full name of teacher | Date of birth | Contact details |
|----------------------|---------------|-----------------|
| | | |
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Schools are required to cross reference name/s and DOB on the Not to be Employed database via ECPC. Schools do not collect the WWCC number or 100 points ID for SRE teachers. This is the responsibility of the approved provider.

Authorised teachers, on school sites, will display their name and the name of the approved provider on a badge.

The link to the authorised curriculum scope and sequence is to be placed on the school website and is available at _____ (insert web address).

Yours sincerely

(signature or by email*)

_____ (name of coordinator) _____ (position)

_____ (phone) _____ (email)

_____ (date)

**The name of the person forwarding the authorisation letter by email confirms that the information in the email is correct.*