



Should concerns be raised about Fitness to Practice

The following procedure must be initiated when concerns are raised regarding a PST's ability to meet each of the eight domains of Fitness to Practice in Professional Experience Placements. Please note, concerns can be raised by peers, tutors, course coordinators, supervising teachers or others in contact with the PST who have concerns about their fitness.

It is essential that any concerns of this nature are properly investigated. PSTs who are not fit to practice during a Professional Experience Placement may pose a risk to the public, placement host staff and children and young people, UniSA staff and other PSTs if they are permitted to participate in Professional Experience Placements. The University shall carry out the procedure described below in a manner that is as timely and discrete as reasonably practicable and provides procedural fairness for students who are the subject of investigations. All information collected by the School of Education as part of the procedure described below shall be retained and dealt with in a manner that is consistent with the UniSA Confidentiality of PSTs' personal information.

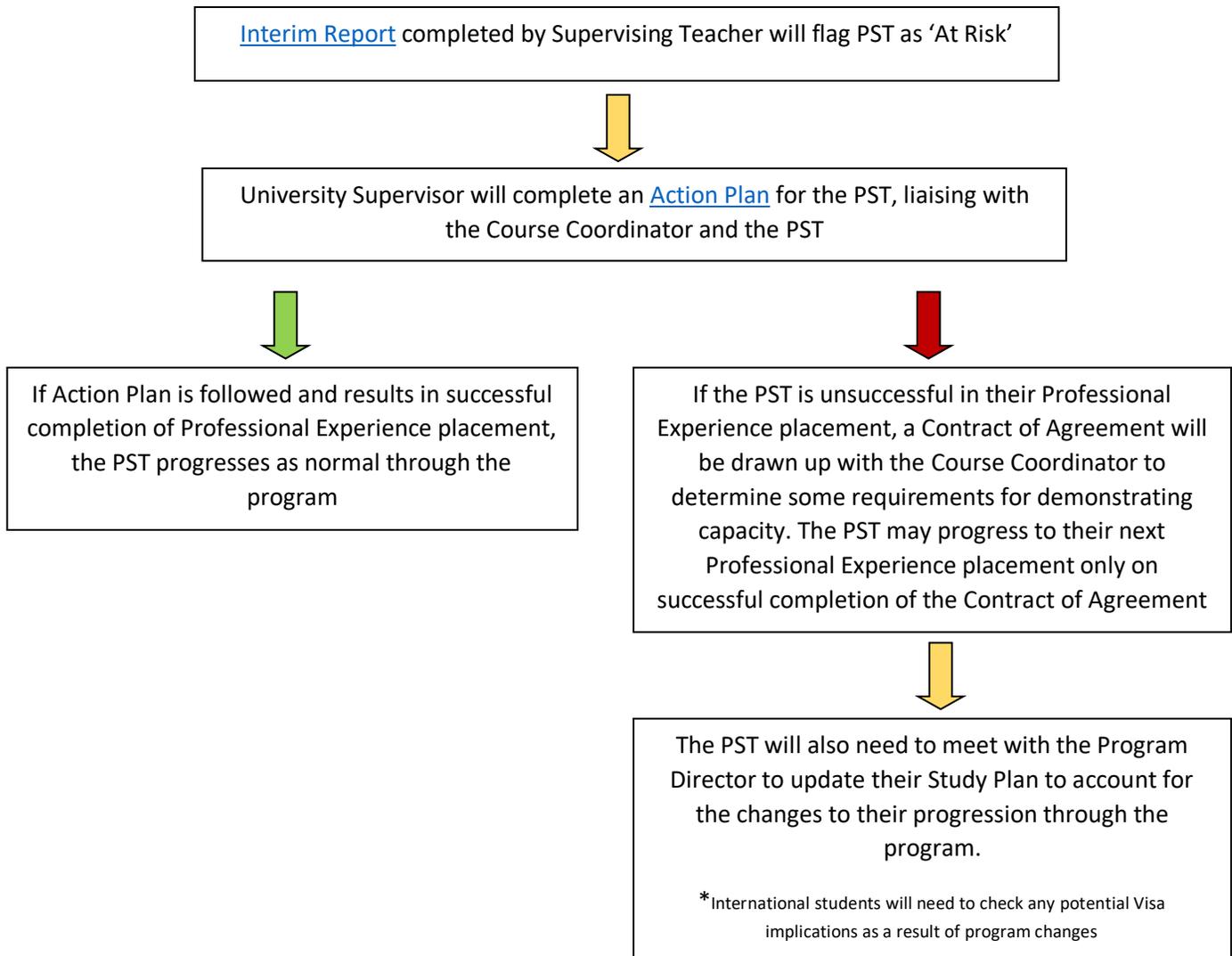
The following circumstances are examples which could raise doubts about a PST's ability to meet one or more of the Fitness to Practice in Professional Experience Placements requirements and potentially cause a PST to be unfit to practice during a Professional Experience Placement.

These examples are illustrative only and are not intended to be exhaustive:

- I. Evidence of chronic drug or alcohol misuse;
- II. Severe mental illness;
- III. Acting in a violent or aggressive manner;
- IV. Intimidation of children/students, placement host staff, UniSA staff and fellow PSTs/students;
- V. Fraudulent or dishonest behaviour;
- VI. Conviction of a criminal offence punishable by 12 months imprisonment or more.

Where concerns are raised, they will be first addressed by the member of staff with whom the concern is raised. In each instance, that member of staff will determine whether the concern has merit and warrants escalation and will inform a superior staff member in consultation whilst following the appropriate procedure, as determined by when/where/how the concern is raised. For example, the concern may be raised during a Professional Experience placement, in response to an unsuccessful placement, or outside of a structured Professional Experience placement (see procedural flowchart of concern management below). Each of these instances may have differences in the management approach, but in the event that the concern is elevated to the Head of School, the matter will be managed according to the procedural requirements set out in section 4.3 Suitability for practice-based learning activities of the Assessment Policies and Procedures Manual wherein, if it is determined at each stage that a concern merits further investigation, the student will be notified of the requirements by the Head of School who may, following a meeting with the PST and Program Director, refer the matter to the Suitability Advisory Panel.

If a concern is raised during a Professional Experience placement:



If a concern is raised at any other time, the process will be as follows, depending on who raises the concern in the first instance. Progression of the concern will occur only in the event that each member of staff deems there is sufficient evidence

