

JS/10/13

11 February 2010

**THE GENERAL TEACHING COUNCIL FOR SCOTLAND**

Dear Colleague

The following advice should be given to teachers in respect of their registration with the General Teaching Council for Scotland (GTC Scotland).

- 1 Education authorities are required by statute (\*) to employ only registered teachers in schools. This requirement is already laid down in paragraph 9.13 of the SNCT Handbook.
- 2 Teachers will be aware that they are therefore required to maintain registration with GTC Scotland in connection with their employment by an education authority.
- 3 In most circumstances, a deduction is made in the spring of each year from the salary of a teacher employed by an education authority to cover the cost of the annual GTC Scotland registration fee. However, teachers should be aware that they retain the responsibility
  - a. for ensuring payment is made in circumstances where registration fees are not deducted directly from salary
  - b. for keeping their personal data up to date in GTC Scotland files.
- 4 Teachers should also be aware that the personal data held by their employer may be transmitted to GTC Scotland in order that they may maintain the register of teachers and exercise their statutory functions generally.
- 5 You can find out more about the functions of GTC Scotland by visiting their website at [www.gtcs.org.uk](http://www.gtcs.org.uk).

*\*The Requirements for Teachers (Scotland) Regulations 2005: para 4(1).*

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Yours sincerely

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