



## NSW Education Standards Authority

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### INSTRUMENT OF DELEGATIONS

Section 12 of the *Education Standards Authority Act 2013* (the NESAs Act) allows the Board of the NSW Education Standards Authority (the NESAs Board) to delegate to an authorised person or body the exercise of any of its functions under the education and teaching legislation (defined as the NESAs Act, *the Education Act 1990* and *the Teacher Accreditation Act 2004*.)

Delegations are formally conferred by means of an instrument. The NESAs Board approved this Instrument of Delegation at its meeting of 20 June 2023 pursuant to Section 12 of the NESAs Act.

A number of delegations set out in this Instrument are subject to delegations conferred by the Minister on 3 November 2023 pursuant to the relevant delegation provisions of the education and teaching legislation.

As a general rule, when one of the delegates is absent for more than one day and the matter cannot reasonably await the delegate's return, the delegations are vested in the officer/s authorised to act in the delegate's role.

Where Principals or equivalent is listed in the delegation, this is taken to mean principals or equivalent of:

- government secondary or composite schools
- schools registered by NESAs
- schools outside NSW recognised by NESAs, and
- TAFE NSW training delivery locations

when acting in relation to the Higher School Certificate for students at their own school/college.

The exercise of these delegations is at all times consistent with NESAs policies and rules and the applicable provisions of the *Government Sector Employment Act 2013*, *Government Sector Finance Act 2018* and other relevant legislation, regulations, rules and directions.

This instrument rescinds and replaces any earlier delegations in relation to the same subject matter.

These delegations have effect on and from 20 June 2023.

A handwritten signature in black ink, appearing to read 'Peter Shergold'.

Professor Peter Shergold AC

**Chairperson**  
20 June 2023

Instrument of Delegations – June 2023

Ref.	Functions	Ref.	Role or body authorised in legislation	Delegation
1.1	Provisions relating to members and procedure of Board:	• calling of meetings and conduct of business	s6(7) Schedule 1, clause 9	• NESAs Board
1.2		• calling emergency meetings of available Board members	s6(7) Schedule 1, clause 9	• NESAs Board
1.3		• granting Board members' leave of absence	s6(7) Schedule 1, clause 6	• NESAs Board
2.1	Provisions relating to members and procedure of Committees:	• calling of meetings and conduct of business	s12C	• NESAs Board • Committee (subject to the Board's determination)
2.2		• to appoint members to Board committees in accordance with requirements of the Board		• NESAs Board
3.1	Provisions relating to members and procedure of Subcommittees:	• calling meetings and conduct of business	s12D	• Committee • Subcommittee (subject to the Committee's determination)
3.2		• appoint members to subcommittees as necessary for specific curriculum development projects		• Committees
3.3		• appoint members to and convene: <ul style="list-style-type: none"> <li>▪ examination subcommittees for the Higher School Certificate</li> <li>▪ specialist sub-committees or panels as necessary to provide advice and recommendations concerning the conduct of tests, examinations or other forms of assessment</li> <li>▪ technical committees or panels to provide advice and recommendations concerning the marking and recording of candidates' achievements</li> </ul>		
4.1	The Board may appoint a person to be an inspector for the purposes of the education and teaching legislation	• appoint persons to exercise the functions of an inspector	s13	• NESAs Board
4.2		• approve the form of the means of identification of inspectors	s13	• NESAs Board
5.1	The Board may enter into an arrangement with a relevant agency for the purposes of sharing or exchanging any information that is held by the Board or the agency.	• approve an information sharing arrangement	s16	• NESAs Board
6.1	An authorised officer may serve a penalty notice on a person if it appears to the authorised officer that the person has committed an offence under the education and teaching legislation, being an offence prescribed by the regulations as a penalty notice offence.	• approve the service of a penalty notice	s23	• NESAs Board

Ref.	Function	Ref.	Role or body authorised in legislation	Delegation	
<b>CURRICULUM (as defined in Part 3 of the Education Act 1990)</b>					
7.1	To exercise the following functions in connection with the school curriculum:	<ul style="list-style-type: none"> <li>approval of policies, rules, requirements or guidelines developed by the Authority</li> <li>determining a pattern of study for Years 11 and 12</li> <li>approval of courses of study or syllabuses developed or endorsed by the Authority</li> </ul>	s19(a) s8(1)e, f S10(1)d, e s12(1)a, c s14(2)	<ul style="list-style-type: none"> <li>Minister, on advice from NESAs Board</li> </ul>	<ul style="list-style-type: none"> <li>Minister</li> </ul>
7.2		<ul style="list-style-type: none"> <li>develop relevant policies, rules, requirements or guidelines under Part 3 of the Education Act</li> </ul>	s20A s8(1)e, f S10(1)d, e	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>
7.3		<ul style="list-style-type: none"> <li>provide advice to the Minister on a pattern of study for Years 11 and 12</li> </ul>	s12	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>
7.4		<ul style="list-style-type: none"> <li>approve modifications to primary and secondary courses of study to allow non-government schools or systems to teach compatibly with the educational philosophy or religious outlook of a school</li> </ul>	s8(3) s10(3)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>
7.5		<ul style="list-style-type: none"> <li>approve: <ul style="list-style-type: none"> <li>development of or endorse syllabuses for courses of study, including VET syllabuses and courses, and to recommend syllabuses to the Minister for approval.</li> <li>the prescribed texts for Higher School Certificate courses of study</li> </ul> </li> </ul>	s20A(2) s8, 10, 11, 12, 14	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Curriculum and Credentials Committee</li> </ul>
7.6		<ul style="list-style-type: none"> <li>endorse syllabuses developed by schools or other educational bodies</li> </ul>	s14(1)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Curriculum and Credentials Committee</li> <li>Relevant Board Endorsed Panel (sub-committees of Curriculum and Credentials Committee)</li> </ul>
7.7		<ul style="list-style-type: none"> <li>to prepare and make curriculum support materials available to schools</li> </ul>	s20A(2)f	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Curriculum Operations</li> </ul>
7.8		<ul style="list-style-type: none"> <li>approve syllabus evaluation instruments for distribution to schools and other persons or bodies</li> </ul>	s20A(2)(a)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Curriculum Operations</li> </ul>
7.9		<ul style="list-style-type: none"> <li>develop and issue appropriate curriculum resources and other material to assist in the education of school students with an Aboriginal background and the teaching of Aboriginal studies (including Aboriginal history and culture.</li> </ul>	s20A(2)(o), (p)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Curriculum Operations</li> </ul>
7.10		<ul style="list-style-type: none"> <li>advise the Board on any matters relating to the Board's functions in accordance with Board policies to promote the provision of education in schools that adequately equips students to acquire a vocation and for their life in the community.</li> </ul>	s20A(2)(q)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> </ul>

Instrument of Delegations – June 2023

Ref.	Function		Ref.	Role or body authorised in legislation	Delegation
8.1	To exercise the following functions in connection with awards of study:	<ul style="list-style-type: none"> <li>approve any policy, rule or requirement in relation to any of the functions of NESA under Part 8 Division 2 of the Act</li> </ul>	Part 8	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>
9.1	Granting recognised certificates for the Record of School Achievement under s20A(2)d	<ul style="list-style-type: none"> <li>determine whether candidates for the award of the Record of School Achievement have:                             <ul style="list-style-type: none"> <li>participated in courses of study, developed or endorsed by the Board</li> <li>satisfactorily completed such courses of study or an approved stage of those courses of study</li> <li>attended and demonstrated satisfactory application</li> </ul> </li> </ul>	s94	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Principals or equivalent when acting in relation to the Higher School Certificate for students at their own school/college</li> </ul>
9.2		<ul style="list-style-type: none"> <li>grant exemption from mandatory curriculum requirements in exceptional circumstances</li> </ul>	s94(b)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> </ul>
9.3		<ul style="list-style-type: none"> <li>determine applications from Year 10 students seeking exemption for a continuous period of less than one term from attendance prior to the scheduled date</li> </ul>	s94	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Principals or equivalent when acting in relation to the Higher School Certificate for students at their own school/college</li> </ul>
9.4		<ul style="list-style-type: none"> <li>determine applications from Year 10 students seeking exemption for a continuous period exceeding one term from attendance prior to the scheduled date</li> </ul>	s94	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Assessment Operations</li> <li>Manager Student Records and Support</li> <li>Head, Student Support</li> </ul>
9.5		<ul style="list-style-type: none"> <li>undertake internal reviews of determinations concerning Year 10 students seeking exemption for a continuous period exceeding one term from attendance prior to the scheduled date</li> </ul>	s94	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Assessment Operations</li> <li>Manager, Student Records and Support</li> </ul>
9.6		<ul style="list-style-type: none"> <li>receive reports from principals concerning outcomes achieved by students undertaking special Life Skills courses for the Record of School Achievement.</li> </ul>	s95A(1)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Assessment Operations</li> <li>Manager, Student Records and Support</li> </ul>
10.1	Granting recognised certificates for the Higher School Certificate under s20A(2)d	<ul style="list-style-type: none"> <li>determine whether candidates for the Higher School Certificate who are not eligible for the Record of School Achievement have achieved the equivalent of the Record of School Achievement</li> </ul>	s95(1)(a) s20A(2)(k)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Principals or equivalent when acting in relation to the Higher School Certificate for students at their own school/college</li> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Assessment Operations</li> </ul>
10.2		<ul style="list-style-type: none"> <li>determine if students seeking the award of the Higher School Certificate have satisfactorily participated in and completed appropriate courses of study</li> </ul>	s95(1)(c), (d)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Principals or equivalent when acting in relation to the Higher School Certificate for students at their own school/college</li> </ul>
10.3		<ul style="list-style-type: none"> <li>grant exemption from mandatory curriculum requirements in exceptional circumstances</li> </ul>	s95(1)(c)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> </ul>
10.4		<ul style="list-style-type: none"> <li>grant permission for a school to undertake commencement of the Preliminary course early</li> </ul>	s95(1)(f)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> </ul>

Instrument of Delegations – June 2023

Ref.	Function	Ref.	Role or body authorised in legislation	Delegation	
10.5	Granting recognised certificates for the Higher School Certificate under s20A(2)d	<ul style="list-style-type: none"> <li>determine rules for the conduct of the Higher School Certificate examinations.</li> </ul>	s95(1)(e), (f)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> </ul>
10.6		<ul style="list-style-type: none"> <li>determine procedures for the conduct of the Higher School Certificate examinations</li> </ul>	s95(1)(e), (f)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Assessment Operations</li> </ul>
10.7		consider all <ul style="list-style-type: none"> <li>alleged breaches of examination rules found to have a case to answer and determine penalties</li> <li>alleged malpractice cases found to have a case to answer and determine penalties</li> </ul>	s95(1)(e), (f)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Examination Rules Committee</li> </ul>
10.8		<ul style="list-style-type: none"> <li>make initial determinations concerning student appeals relating to unsatisfactory completion of courses for the Higher School Certificate.</li> </ul>	s95(1)(e), (f)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Principals or equivalent when acting in relation to the Higher School Certificate for students at their own school/college</li> </ul>
10.9		<ul style="list-style-type: none"> <li>make determinations concerning student appeals against school decisions in relation to unsatisfactory completion of courses for the Higher School Certificate</li> </ul>	s95(1)(e), (f)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Assessment Operations</li> <li>Manager Student Records and Support</li> <li>Head, Student Support</li> </ul>
10.10		<ul style="list-style-type: none"> <li>undertake internal reviews of determinations concerning:                             <ul style="list-style-type: none"> <li>student appeals against school decisions in relation to unsatisfactory completion of courses for the Higher School Certificate</li> <li>on a student appeal against a school review of assessment procedures</li> <li>as to whether a candidate for the Higher School Certificate was seriously affected by illness or misadventure</li> </ul> </li> </ul>	s95(1)(e)-(f) s96 s20A(2)(i)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Assessment Operations</li> <li>Manager, Student Records and Support</li> </ul>
10.11		<ul style="list-style-type: none"> <li>conduct a review of school assessment procedures in response to a student appeal against assessment rank order placement</li> </ul>	s95(1)(e)-(f) s20A(2)(i)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Principals or equivalent when acting in relation to the Higher School Certificate for students at their own school/college</li> </ul>
10.12		<ul style="list-style-type: none"> <li>determine, in response to a student appeal against a school review of assessment procedures, whether the school's review process was conducted in conformity with Board requirements</li> </ul>	s95(1)(e)-(f) s20A(2)(i)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Assessment Operations</li> <li>Manager Student Records and Support</li> <li>Head, Student Support</li> </ul>
10.13		<ul style="list-style-type: none"> <li>determine, in respect of the Higher School Certificate examinations and in accordance with Board requirements, whether a candidate was seriously affected by illness or misadventure</li> </ul>	s96 s20A(2)(i)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Assessment Operations</li> <li>Manager Student Records and Support</li> <li>Head, Student Support</li> </ul>
10.14		<ul style="list-style-type: none"> <li>reconsider decisions made under delegation in relation to the award of the Record of School Achievement or the Higher School Certificate</li> </ul>	s97	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Independent Appeals Committee</li> </ul>

Instrument of Delegations – June 2023

Ref.	Function		Ref.	Role or body authorised in legislation	Delegation
10.15	Granting recognised certificates for the Higher School Certificate under s20A(2)d	<ul style="list-style-type: none"> <li>receive reports from principals concerning outcomes achieved by students undertaking Life Skills courses for the Higher School Certificate</li> </ul>	s95A(2)(a)-(c) s20A(2)(i)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Assessment Operations</li> <li>Manager, Student Records and Support</li> </ul>
10.16		<ul style="list-style-type: none"> <li>make decisions that apply the Board's eligibility criteria in relation to student eligibility to undertake Stage 6 languages courses</li> </ul>	s95(1)(f)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Principals or equivalent when acting in relation to the Higher School Certificate for students at their own school/college</li> </ul>
10.17		<ul style="list-style-type: none"> <li>make decisions in response to requests for internal reviews of decisions made that apply the Board's eligibility criteria in relation to student eligibility to undertake Stage 6 languages courses</li> </ul>	s95(1)(f)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Assessment Operations</li> <li>Manager, Student Records and Support</li> </ul>
10.18		<ul style="list-style-type: none"> <li>approve of the examination specifications for the requisite examination required for the award of the Higher School Certificate</li> </ul>	s95(1)(e)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Curriculum and Credentials Committee</li> </ul>
11.1	Information relating to the courses of study and eligibility to be granted certificates	<ul style="list-style-type: none"> <li>prepare and distribute to schools information relating to the course of study for candidates for the recognised certificates and eligibility to be granted those certificates.</li> </ul>	s20A(2)(e)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> </ul>
12.1	Conduct of examinations or other forms of assessment for candidates for the recognised certificates	<ul style="list-style-type: none"> <li>direct the activities of staff and to incur other expenditure as may be necessary for the conduct and marking of tests, examinations or other forms of assessment and the recording of candidates' achievements, in accordance with rules and requirements of the Board, the <i>Education Act 1990</i> and the provisions of the <i>Government Sector Employment Act 2013</i> and <i>Public Finance and Audit Act 1983</i></li> </ul>	s20A(2)(i)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Assessment Operations</li> <li>Manager, Examination Operations</li> <li>Manager Student Records and Support</li> </ul>
12.2		<ul style="list-style-type: none"> <li>set and publish rules and procedures pertaining to candidates requesting disability provisions at tests or examinations for either of the secondary awards/certificates</li> </ul>	s20A(2)(i)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> </ul>
12.3		<ul style="list-style-type: none"> <li>make decisions regarding that apply the Board's eligibility criteria in relation to applications from students requesting any of the following disability provisions at tests or examinations for either of the secondary awards/certificates:                             <ul style="list-style-type: none"> <li>individual instructions</li> <li>vision and auditory aids</li> <li>coloured lenses/overlay</li> <li>special seating, lighting or ventilation</li> <li>food, drink and medication</li> <li>heat, ice or towel.</li> </ul> </li> </ul>	s20A(2)(i)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Principals or equivalent when acting in relation to the Higher School Certificate for students at their own school/college</li> </ul>
12.4		<ul style="list-style-type: none"> <li>determine all other applications from students requesting disability provisions at tests or examinations for either of the secondary awards/certificates</li> </ul>	s20A(2)(i)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Assessment Operations</li> <li>Manager Student Records and Support</li> <li>Head, Student Support</li> </ul>
12.5		<ul style="list-style-type: none"> <li>determine appeals from students against decisions concerning disability provisions at tests or examinations for either of the secondary awards/certificates</li> </ul>	s20A(2)(i)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Assessment Operations</li> </ul>

Instrument of Delegations – June 2023

Ref.	Function		Ref.	Role or body authorised in legislation	Delegation
					<ul style="list-style-type: none"> <li>• Manager, Student Records and Support</li> </ul>
12.6		<ul style="list-style-type: none"> <li>• approve the final band cut-off marks for Higher School Certificate courses, and any other adjustments required</li> </ul>	s20A(2)(i)	<ul style="list-style-type: none"> <li>• NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>• HSC Standards Committee</li> </ul>
12.7		<ul style="list-style-type: none"> <li>• prepare and distribute to schools information relating to the conduct of examinations and other forms of assessment for candidates for the recognised awards/certificates.</li> </ul>	s20A(2)(i)	<ul style="list-style-type: none"> <li>• NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• Executive Director, Curriculum and Assessment</li> <li>• Director, Assessment Operations</li> </ul>
13.1	Recognition of educational attainments obtained at educational institutions outside New South Wales	<ul style="list-style-type: none"> <li>• recognise prior learning of students at their own school, including that obtained at other educational institutions, in accordance with requirements issued by the Board</li> </ul>	s20A(2)(k) s95(1)(a)	<ul style="list-style-type: none"> <li>• NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>• Principals or equivalent when acting in relation to the Higher School Certificate for students at their own school/college</li> </ul>
13.2		<ul style="list-style-type: none"> <li>• recognise prior learning, including that obtained at other educational institutions, for credit transfer towards the award of the Higher School Certificate, in accordance with requirements issued by the Board</li> </ul>	s20A(2)(k) s95(1)(a)	<ul style="list-style-type: none"> <li>• NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• Executive Director, Curriculum and Assessment</li> <li>• Director, Assessment Operations</li> <li>• Manager, Student Records and Support</li> </ul>
14.1	Conduct of basic skills testing on behalf of the Minister	<ul style="list-style-type: none"> <li>• make arrangements as necessary to fulfil the Board's responsibilities of a Test Administration Authority as specified in the National Assessment Program's National Protocols for Test Administration.</li> </ul>	s18 s20A(2)(r)	<ul style="list-style-type: none"> <li>• NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• Executive Director, Curriculum and Assessment</li> </ul>

Ref.	Function		Ref.	Role or body authorised in legislation	Delegation
<b>FUNCTIONS OF THE AUTHORITY (as defined in Part 4 of the Education Act 1990)</b>					
15.1	Provide advice to the Minister on any matters relating to the Board's functions under Parts 3, 4 and 8 relating to curriculum and credentials:	<ul style="list-style-type: none"> <li>any changes to the requirements of Part 3 that the Board considers appropriate</li> <li>the functions of the Minister under Part 4</li> <li>whether changes should be made in the number or type of recognised certificates under Part 8</li> <li>the likely impact of any change in the Board's policies (particularly in relation to courses of study) on overall planning, allocation or use of educational resources in New South Wales</li> </ul>	s20A(2)(r)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Executive Director, School and Teaching Standards</li> <li>Executive Director, Strategy and Capability</li> </ul>
16.1	Request the Minister make public within 21 days the Minister's decision not to approve the recommendation of Authority and the reasons for the decision, relating to:	<ul style="list-style-type: none"> <li>school curriculum</li> <li>the nature or content of the recognised certificates, or</li> <li>the nature of the assessment or examination process leading to the award of the recognised certificates.</li> </ul>	s15	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>
17.1	Provide advice and guidance to schools concerning the policies and practices of the Board.	<ul style="list-style-type: none"> <li>To issue advice and guidance to schools in conformity with established Board policy.</li> </ul>	s20A(2)(i)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Executive Director, School and Teaching Standards</li> <li>Executive Director, Strategy and Capability</li> </ul>
18.1	Provide advice and assistance to students, employers and the public concerning the nature and content of courses of study for the recognised certificates (and the assessment and reporting of candidates' achievements in those courses).	<ul style="list-style-type: none"> <li>issue advice and guidance to students, employers and the public including through the media in conformity with established Board policy.</li> </ul>	s20A(2)(m)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, Curriculum and Assessment</li> <li>Executive Director, School and Teaching</li> <li>Executive Director, Strategy and Capability</li> <li>Director, Communications and Engagement</li> </ul>



Ref.	Function		Ref.	Role or body authorised in legislation	Delegation
<b>ALTERNATE EDUCATION PROGRAMS AND OTHER FORMS OF EDUCATION (as defined in Part 5 of the Education Act 1990)</b>					
19.1	Alternate education programs and other forms of education that satisfy the compulsory years of schooling requirements under Part 5	<ul style="list-style-type: none"> <li>establish policy and criteria to be applied in relation to the approval of Alternative Education Programs.</li> </ul>	s23(2)(c)	<ul style="list-style-type: none"> <li>Minister</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>
19.2		<ul style="list-style-type: none"> <li>approve any policy, rule or requirement in relation to the approval of Alternative Education Programs subject to a delegation from the Minister.</li> </ul>	s23(2)(c)	<ul style="list-style-type: none"> <li>Minister</li> </ul>	<ul style="list-style-type: none"> <li>Curriculum and Credentials Committee</li> </ul>
19.3		<ul style="list-style-type: none"> <li>approve Alternative Education Programs for students to: <ul style="list-style-type: none"> <li>satisfy the compulsory education requirements of the Act, subject to any policy or criteria endorsed by the Board for the approval of such programs</li> <li>be recognised as the completion of Year 10 of secondary education pursuant to s21B(5)(d) and prescribe any conditions attaching to that approval</li> <li>who have completed Year 10 but are below the age of 17 years as approved education or training pursuant to s21B(6)(d) and prescribe any conditions attaching to that approval</li> </ul> </li> </ul>	s23(2)(c) s21B(5)(d) s21B(6)(d)	<ul style="list-style-type: none"> <li>Minister</li> </ul>	<ul style="list-style-type: none"> <li>Relevant Board Endorsement Panel</li> </ul>
19.4		<ul style="list-style-type: none"> <li>approve, upon the prior refusal by the delegate of an application for approval of education in any special circumstances, other education or training or Alternative Education Programs pursuant to sections 21B(5)(d), s21B(6)(d) and s23(2)(c), respectively</li> </ul>	s21B(5)(d) s21B(6)(d) s23(2)(c)	<ul style="list-style-type: none"> <li>Minister</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>
19.5		<ul style="list-style-type: none"> <li>approve any student enrolled in a system of non-government schools to undertake the completion of education in special circumstances for the purpose of the completion of Year 10 of secondary education (other than a full-time apprenticeship and traineeship).</li> </ul>	s21B(5)(d)	<ul style="list-style-type: none"> <li>Minister</li> </ul>	<ul style="list-style-type: none"> <li>The approved authority for a non-government school system pursuant to s40</li> </ul>
19.6		<ul style="list-style-type: none"> <li>approve any student enrolled in non-systemic non-government schools to undertake the completion of education in special circumstances for the purpose of the completion of Year 10 of secondary education (other than a full-time apprenticeship and traineeship).</li> </ul>	s21B(5)(d)	<ul style="list-style-type: none"> <li>Minister</li> </ul>	<ul style="list-style-type: none"> <li>Executive Director, Curriculum and Assessment</li> <li>Director, Curriculum Operations</li> </ul>
19.7		<ul style="list-style-type: none"> <li>grant or cancel a certificate of exemption from being enrolled and attending a government or non-government school for the requisite period for students who have been approved to undertake the completion of education in special circumstances under section 21B (5) (d) for the purpose of the completion of Year 10 of secondary education (other than a full-time apprenticeship and traineeship)</li> </ul>	s25(1), (3)	<ul style="list-style-type: none"> <li>Minister</li> </ul>	<ul style="list-style-type: none"> <li>Principals or equivalent when acting in relation to the Higher School Certificate for students at their own school/college</li> </ul>
19.8		Alternate education programs and other forms of education that satisfy the compulsory years of schooling requirements under Part 5	<ul style="list-style-type: none"> <li>approve students registered for home schooling: <ul style="list-style-type: none"> <li>to undertake the completion of education in special circumstances for the purpose of the completion of Year 10 of secondary education (other than a full-time apprenticeship and traineeship)</li> <li>who have completed Year 9, to undertake a full-time apprenticeship or traineeship for the purpose of the completion of education in special circumstances for the further purpose of the completion of Year 10 of secondary education.</li> </ul> </li> </ul>	s21B(5)(d)	<ul style="list-style-type: none"> <li>Minister</li> </ul>
19.9	<ul style="list-style-type: none"> <li>grant or cancel a certificate of exemption from being registered for home schooling for the requisite period for students who have been approved to undertake: <ul style="list-style-type: none"> <li>the completion of education in special circumstances under section 21B (5) (d) for the purpose of the completion of Year 10 of secondary education (other than a full-time apprenticeship and traineeship)</li> <li>a full-time apprenticeship or traineeship for the purpose of the completion of education in special circumstances for the further purpose of the completion of Year 10 of secondary education.</li> </ul> </li> </ul>		s25(1), (3)	<ul style="list-style-type: none"> <li>Minister</li> </ul>	<ul style="list-style-type: none"> <li>An Authorised Person for the purposes of s3 of the Education Act 1990</li> </ul>

Ref.	Function		Ref.	Role or body authorised in legislation	Delegation
<b>NON-GOVERNMENT SCHOOLS REGISTRATION AND ACCREDITATION, AND HOMESCHOOLING (as defined in Parts 7 and 8 of the Education Act 1990)</b>					
20.1	The registration of non-government schools under Part 7.	<ul style="list-style-type: none"> <li>approve any policy, rule or requirement in relation to any of the functions of NESA under Part 7 of the Act for recommendation to the Minister</li> </ul>	Part 7	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>
20.2		<ul style="list-style-type: none"> <li>make arrangements as necessary to ensure the provision of advice and the making of recommendations to the Minister and the Board, and their respective delegates, concerning their respective functions and powers relating to the registration or exemption from registration of non- government schools pursuant to Part 7 of the Act, including the development and implementation of a risk assessment framework, procedures and processes</li> </ul>	Part 7 s47(2)(c) s50(1A) s55(3A)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Registration and Accreditation Committee</li> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Regulation of Schooling</li> </ul>
20.3		<ul style="list-style-type: none"> <li>provide advice and make recommendations to the Minister regarding:                             <ul style="list-style-type: none"> <li>applications for or changes to the classes, parts or duration of the registration, renewal and extension of registration and exemption from registration of non-government schools, including the placement of any conditions on such registration</li> <li>systems of non-government schools and the formation of systems</li> <li>the cancellation or cessation of registration or exemption from registration of non- government schools</li> </ul> </li> </ul>	Part 7 s47, s50, s52, s53A, s55, s57, s57A, s59(1)-(2), s61(1)-(2), s63, s64, s76(2), s82, s20A(2)(n)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Registration and Accreditation Committee</li> </ul>
20.4		<ul style="list-style-type: none"> <li>provide applicants with written notice of an intention to recommend to the Minister that an application for registration or renewal of registration be refused or that the period of registration be extended, reduced or limited or that registration cease or be cancelled or that conditions are to be placed on such registration</li> </ul>	s50(3), s52(4)-(6) s53A, s55(2),(6) s57(3)-(4) s59(3) s61(4), s63(2) s76(3), s20A(2)(n)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Regulation of Schooling</li> </ul>
20.5		<ul style="list-style-type: none"> <li>develop procedures and to issue advice, notices and returns for completion by schools and/or approved school systems authorities when applying for registration or renewal of registration</li> </ul>	s20A(2)(n) s49(2A) s50(1A) s55(3A) s69	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Registration and Accreditation Committee</li> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Regulation of Schooling</li> </ul>
20.6		<ul style="list-style-type: none"> <li>approve of a non-government school outsourcing more than a minority of courses from an overall pattern of study for an individual student or a group of students where the school considers it necessary to provide an appropriate educational program, in accordance with the rules and requirements of the Board.</li> </ul>	s47(1)(d)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Registration and Accreditation Committee</li> </ul>
21.1		Accreditation of registered non-government schools under Part 8	<ul style="list-style-type: none"> <li>approve any policy, rule or requirement in relation to any of the functions of NESA under Part 8 Division 1 of the Act</li> </ul>	Part 8 Division 1	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>
21.2	<ul style="list-style-type: none"> <li>make arrangements as necessary to ensure the provision of advice and the making of recommendations to the Board, and the Board's delegates, concerning their functions and powers relating to the accreditation of non-government schools pursuant to Part 8 of the Act</li> </ul>		s86(1)(2) s20A(2)(n)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Regulation of Schooling</li> </ul>
21.3	<ul style="list-style-type: none"> <li>consider and decide applications for the accreditation or renewal of accreditation of non-government schools</li> </ul>		s86(1)-(3) s90 s92(1)(2) s20a(2)(n)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Registration and Accreditation Committee</li> </ul>
21.4	<ul style="list-style-type: none"> <li>issue certificates of accreditation</li> </ul>		s86(4) s87 s20A(2)(n)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> </ul>
21.5	<ul style="list-style-type: none"> <li>provide applicants with written notice of an intention not to accredit or grant accreditation different from that applied for or extend or reduce the period of accreditation</li> </ul>		s88(1) s87A s20A(2)(n)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Regulation of Schooling</li> </ul>
21.6	<ul style="list-style-type: none"> <li>cancel accreditation of the school, or to extend or reduce the period of accreditation, if the relevant requirements of the <i>Education Act 1990</i> are not being met</li> </ul>		s91(1) s87A(1)-(4) s20A(2)(n)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Registration and Accreditation Committee</li> </ul>
21.7	<ul style="list-style-type: none"> <li>issue written notice to the proprietor, principal or approved system authority of the cancellation of accreditation</li> </ul>		s91(1) s87A(1)-(4) s20A(2)(n)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Regulation of Schooling</li> </ul>

Ref.	Function		Ref.	Role or body authorised in legislation	Delegation
<b>NON-GOVERNMENT SCHOOLS REGISTRATION AND ACCREDITATION, AND HOMESCHOOLING (as defined in Parts 7 and 8 of the Education Act 1990)</b>					
22.1	Recognition of schools outside of NSW seeking to present candidates for awards of study Recognition of schools outside of NSW seeking to present candidates for awards of study	<ul style="list-style-type: none"> <li>determine criteria and procedures for recognition of and applications from schools outside New South Wales seeking to present candidates for the Record of School Achievement and the Higher School Certificate</li> </ul>	s94(1)(a)(iii) s95(1)(b)(iii) s20A(2)(k)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Registration and Accreditation Committee</li> </ul>
23.1	Monitor, by inspection of schools and otherwise, the application of its policies in schools	<ul style="list-style-type: none"> <li>organise and conduct inspections of non-government schools to monitor compliance with Board policies.</li> </ul>	s20A(2)(n)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director School Registration and Accreditation</li> <li>Inspector, NESA</li> </ul>
24.1	Compliance of government schools with similar requirements those that apply to non-government schools under s47	<ul style="list-style-type: none"> <li>make arrangements as necessary to ensure the provision of advice to the Secretary of the Department of Education and make recommendations to the Minister and the Board, and their respective delegates, concerning their respective functions and powers relating to the compliance of government schools with similar requirements those that apply to non-government schools under s47 of the Act.</li> </ul>	s27A s47	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Regulation of Schooling</li> </ul>
25.1	Registration for home school and conscientious objection to registration under Part 7	<p>For the purposes of home schooling registration:</p> <ul style="list-style-type: none"> <li>appointing Authorised Persons</li> <li>obtaining advice from an Authorised Person</li> <li>registering or refusing to register for home schooling and notifying applicants of any refusal to register</li> <li>specifying any conditions of registration for home schooling</li> <li>cancellation of registration for home schooling</li> <li>referring objections to registration for home schooling to an Authorised Person</li> <li>acceptance or refusal of acceptance of conscientious objection to home schooling registration</li> <li>issue certificates of exemption from home schooling registration, with or without conditions</li> <li>notifying decisions not to accept objections to home schooling registration</li> <li>cancellation of exemptions from home schooling registration</li> <li>sign certificates stating that a child was or was not registered for home schooling for evidentiary purposes in court proceedings</li> </ul>	s3 s71(2) s72 s73 s74 s76(1)(a) s77 s78 s79 s82 s123(2)(b)	<ul style="list-style-type: none"> <li>Minister</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Regulation of Schooling</li> </ul>
26.1	Approval to provide courses to overseas students under Part 7A	<ul style="list-style-type: none"> <li>For the purposes of providing courses to overseas students under Part 7A: <ul style="list-style-type: none"> <li>approve any policy, rule or requirement in relation to any of the functions of NESA under Part 7A of the Act</li> <li>on the application of a provider, approve the provider to provide courses for overseas students</li> <li>grant approval unconditionally or subject to such conditions (which may be imposed when the approval is granted or at any later time) or for such period as the delegate determines</li> <li>refuse an application for approval based on one or more of the grounds stipulated in the section</li> <li>amend, suspend or cancel an approval or revoke, amend or impose additional conditions as stipulated in the section in relation to an approved provider</li> </ul> </li> </ul>	Part 7A s83O(1), (2), (5)-(8) s83P(1)-(3) s83Q(1)-(3)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>Registration and Accreditation Committee</li> </ul>

Ref.	Function	Ref.	Role or body authorised in legislation	Delegation	
<b>NON-GOVERNMENT SCHOOLS REGISTRATION AND ACCREDITATION, AND HOMESCHOOLING (as defined in Parts 7 and 8 of the Education Act 1990)</b>					
	Approval to provide courses to overseas students under Part 7A	<ul style="list-style-type: none"> <li>▪ lift the suspension of an approval at any time and to determine the payment of a fee that may be required before such suspension is lifted.</li> <li>▪ or cancel an approval based on one or more of the grounds stipulated in the section.</li> <li>▪ before making any decision under Part 7A of the Act (other than a decision to require a person to provide further information in relation to an application for approval or a decision to grant such an application unconditionally)               <ul style="list-style-type: none"> <li>a) cause written notice of the proposed decision to be served on the provider concerned, and</li> <li>b) give the provider a reasonable opportunity to make representations in relation to the proposed decision.                   <ul style="list-style-type: none"> <li>▪ determine that it is in the public interest for any decision pursuant to Part 7A of the Act to have effect immediately</li> <li>▪ have regard to the approval guidelines and to any representations made under s83Q(1) of the Act in relation to any proposed decision under Part 7A of the Act</li> </ul> </li> </ul> </li> </ul>			
26.2		<ul style="list-style-type: none"> <li>• require an applicant to furnish further information in relation to an application</li> </ul>	s83O(4)	<ul style="list-style-type: none"> <li>• NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>• Registration and Accreditation Committee</li> <li>• CEO</li> <li>• Executive Director, School and Teaching Standards</li> </ul>
26.3		<ul style="list-style-type: none"> <li>• For the purposes of providing courses to overseas students under Part 7A:               <ul style="list-style-type: none"> <li>▪ determine the form and the fee to accompany an application for approval to provide courses for overseas students</li> <li>▪ serve notice of any decision under Part 7A of the Act, together with the reasons for the decision, on the provider to which the decision relates</li> </ul> </li> </ul>	s83O(3) s83Q	<ul style="list-style-type: none"> <li>• NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• Executive Director, School and Teaching Standards</li> </ul>
26.4		<ul style="list-style-type: none"> <li>• sign certificates pursuant to the section</li> </ul>	s83O	<ul style="list-style-type: none"> <li>• NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> </ul>
26.5		<ul style="list-style-type: none"> <li>• disclose any information to any agency of the State or the Commonwealth or of any other State or Territory or, to the extent authorised by the regulations, any other person for the purposes of the section</li> </ul>	s83S(1)	<ul style="list-style-type: none"> <li>• NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>• CEO</li> <li>• Executive Director, School and Teaching Standards</li> <li>• Director, Regulation of Schooling</li> </ul>

Ref.	Function		Ref.	Role or body authorised in legislation	Delegation
<b>TEACHER ACCREDITATION (as defined in the Teacher Accreditation Act 2004)</b>					
27.1	Policy, rules and requirements in relation to the Minister or NESA's functions under Parts 4 and 5 of the TA Act	<ul style="list-style-type: none"> <li>recommend to the Minister or approve any policy, rule or requirement</li> </ul>	Part 4 Part 5	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>
28.1	Approval of initial and continuing teacher education courses or programs	<ul style="list-style-type: none"> <li>approve historic qualifications, interstate and overseas qualifications in accordance with the policies and rules of the NESA, pursuant to the Minister's delegation.</li> </ul>	s6(2)(a) s19 s20(1)(d) s20(3) s27	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Teacher Education and Accreditation</li> </ul>
28.2		<ul style="list-style-type: none"> <li>approve, impose conditions on such approval or to refuse to approve or suspend or revoke the approval of initial teacher education courses and programs in accordance with the policies and rules of the NESA.</li> </ul>			<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Teacher Education and Accreditation</li> </ul>
28.3		<ul style="list-style-type: none"> <li>Refuse to approve, or suspend or revoke the approval of initial teacher education courses and programs</li> </ul>	s20(3)		<ul style="list-style-type: none"> <li>NESA Board</li> </ul>
28.4		<ul style="list-style-type: none"> <li>Following an internal review, affirm, vary, or set aside a decision to impose conditions on approval, refuse to approve, or suspend or revoke the approval of initial teacher education courses.</li> </ul>	s27 s53 ADR Act		<ul style="list-style-type: none"> <li>CEO</li> <li>Deputy CEO</li> <li>Executive Director, Strategy and Capability</li> <li>Executive Director, Curriculum and Assessment Standards</li> </ul>
29.1	Approval of professional teaching standards	<ul style="list-style-type: none"> <li>Having regard to the advice of the NESA Board, approve professional teaching standards across the levels of accreditation</li> </ul>	s19(1)	<ul style="list-style-type: none"> <li>Minister</li> </ul>	<ul style="list-style-type: none"> <li>Minister</li> </ul>
30.1	Providers of continuing teacher education and professional development, in accordance with the requirements of the professional teaching standards.	<ul style="list-style-type: none"> <li>approve, impose conditions on such approval or to refuse to approve or to suspend or revoke the approval of courses, programs and providers of continuing teacher education and professional development in accordance with the policies and rules of the NESA.</li> </ul>	s6(2)(b) s19 s20(d-e)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Teacher Education and Accreditation</li> <li>Lead, Teacher Education and Development</li> </ul>
31.2		<ul style="list-style-type: none"> <li>Following an internal review, affirm, vary or set aside a decision to impose conditions on approval, refuse to approve, or suspend or revoke the approval of courses, programs and providers of continuing teacher education and professional development.</li> </ul>	s27 s53 ADR Act	<ul style="list-style-type: none"> <li></li> </ul>	<ul style="list-style-type: none"> <li>Registration and Accreditation Committee</li> <li>CEO</li> <li>Deputy CEO</li> <li>Executive Director, Strategy and Capability</li> <li>Executive Director, Curriculum and Assessment Standards</li> </ul>

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Ref.	Function	Ref.	Role or body authorised in legislation	Delegation
31.1	Teacher accreditation	<ul style="list-style-type: none"> <li>approve or impose conditions on such approval of the provisional or conditional accreditation of a person or to refuse such accreditation of a person</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Teacher Education and Accreditation</li> <li>Director, Teacher Policy and Professional Conduct</li> </ul>
31.2		<ul style="list-style-type: none"> <li>approve or impose criteria on such approval of the provisional re-accreditation of a person or to refuse such accreditation of a person</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Teaching Standards and Accreditation</li> <li>Director, Teacher Policy and Professional Conduct</li> <li>Lead, Teaching Standards and Accreditation</li> <li>Lead, Early Childhood</li> </ul>
31.3		<ul style="list-style-type: none"> <li>Approve the voluntary accreditation of a person at either the active or non-practising type of accreditation, or refuse such accreditation of a person</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Teaching Standards and Accreditation</li> <li>Director, Teacher Policy and Professional Conduct</li> <li>Director, Teacher Education and Accreditation</li> </ul>
31.4		<ul style="list-style-type: none"> <li>provisionally accredit a person who is conditionally accredited who satisfies the requirements of s30(4)</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Teacher Education and Accreditation</li> <li>Director, Teacher Policy and Professional Conduct</li> </ul>
31.5		<ul style="list-style-type: none"> <li>approve or impose conditions on such approval of the proficient, highly accomplished, or lead teacher accreditation of a person or to refuse such accreditation of a person</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Teaching Standards and Accreditation</li> <li>Director, Teacher Policy and Professional Conduct</li> </ul>
31.7		<ul style="list-style-type: none"> <li>Following an internal review, affirm, vary, or set aside a decision to approve or impose conditions on such approval of the proficient, highly accomplished, or lead teacher accreditation of a person or to refuse such accreditation of a person</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Deputy CEO</li> <li>Executive Director, Strategy and Capability</li> <li>Executive Director, Curriculum and Assessment</li> </ul>
31.8		<ul style="list-style-type: none"> <li>impose conditions on the accreditation of a person at any level in accordance with the policies and the rules of NESA.</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Teacher Policy and Professional Conduct</li> <li>Director, Teaching Standards and Accreditation</li> </ul>
31.9		<ul style="list-style-type: none"> <li>Impose conditions or criteria relating to a person's suitability to teach or decide that a person is not suitable to be a teacher</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Teacher Policy and Professional Conduct</li> </ul>
31.10		<ul style="list-style-type: none"> <li>issue a notice of intention to suspend or revoke and to suspend or revoke the accreditation of a person, or place conditions on a person's accreditation, in accordance with the policies and rules of the NESA</li> </ul>	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Teacher Policy and Professional Conduct</li> <li>Director, Teaching Standards and Accreditation</li> </ul>

Instrument of Delegations – June 2023

Ref.	Function		Ref.	Role or body authorised in legislation	Delegation
31.11	Teacher accreditation	<ul style="list-style-type: none"> <li>Following an internal review, affirm, vary, or set aside a decision to suspend or revoke the accreditation of a person</li> </ul>	s27 s53 ADR Act	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Deputy CEO</li> <li>Executive Director, Strategy and Capability</li> <li>Executive Director, Curriculum and Assessment</li> </ul>
31.12		<ul style="list-style-type: none"> <li>approve the accreditation of a person being placed on hold in accordance with the policies and rules of the NESA</li> </ul>	S24D	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Teaching Standards and Accreditation</li> <li>Director, Teacher Policy and Professional Conduct</li> <li>Lead, Teaching Standards and Accreditation,</li> <li>Lead, Early Childhood, NESA</li> </ul>
31.13		<ul style="list-style-type: none"> <li>determining where it is appropriate that the relevant period for Provisional and Conditional accreditation exceed the statutory minimum</li> </ul>	s30(5)(a) s30(6) s31(4)(a) s31(5)	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Teaching Standards and Accreditation</li> <li>Lead, Teaching Standards and Accreditation,</li> <li>Lead, Early Childhood, NESA</li> </ul>
31.1	Voluntary cancellation of a person's accreditation	<ul style="list-style-type: none"> <li>cancel a person's accreditation at the conditional, provisional or proficient level</li> </ul>	s24E	<ul style="list-style-type: none"> <li>NESA Board</li> </ul>	<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Teacher Policy and Professional Conduct</li> </ul>
31.2		<ul style="list-style-type: none"> <li>cancel a person's accreditation at the Highly Accomplished or Lead Teacher level</li> </ul>			<ul style="list-style-type: none"> <li>CEO</li> <li>Executive Director, School and Teaching Standards</li> <li>Director, Teaching Standards and Accreditation</li> <li>Director, Teacher Policy and Professional Conduct</li> </ul>
31.1	Public Register of Teachers	<ul style="list-style-type: none"> <li>approve the removal of a person's information from the NSW Public Register of Teachers</li> </ul>	s17 s58 PPIP Act	<ul style="list-style-type: none"> <li>CEO</li> </ul>	<ul style="list-style-type: none"> <li>Executive Director, School and Teaching Standards</li> <li>Director, Teacher Policy and Professional Conduct</li> </ul>
31.2		<ul style="list-style-type: none"> <li>Following an internal review, affirm or reverse a decision to not remove a person's information from the NSW Public Register of Teachers</li> </ul>	s17 s53 PPIP Act s54 PPIP Act	<ul style="list-style-type: none"> <li>CEO</li> </ul>	<ul style="list-style-type: none"> <li>Deputy CEO</li> <li>Executive Director, Strategy and Capability</li> <li>Executive Director, Curriculum and Assessment</li> </ul>