

# Deregistration form

Please complete all relevant sections in black ink and block capitals.

## Guidance notes

You are required to register with the GTC if you are employed to carry out specified work, as a qualified teacher, overseas trained teacher or instructor in:

- a maintained school; or
- a non-maintained special school.

Qualified teachers and instructors working in a pupil referral unit are also required to be registered. The requirement to register applies to full-time, part-time and supply teachers.

Exemptions from the requirement to remain registered include:

- teachers working as home tutors;
- teachers working in outdoor education centres;
- teachers working in the independent sector or in further or higher education; and
- qualified teachers in non-maintained nursery schools.

## Deregistration declaration

In order for us to process your request please complete the following information:

Title:  Forenames:

Surname:

Contact address:

Postcode:

Teacher reference number (DCSF number):  Date of birth:

National Insurance number:

My last date of employment was/will be:    **(This date should be no more than three months in the future)**

**Please note that deregistration can only take place after your last date of employment.**

I confirm that I have read the guidance notes and from the above date will no longer be teaching in a maintained school, non-maintained special school or a pupil referral unit in England. I understand that the Council may wish to verify this. As such I request to be deregistered with the General Teaching Council for England (GTC). I understand that should I take up employment to carry out specified work in an establishment which requires registration in England I will be required to register with the GTC.

Signed:  Date of signature:

**Please send the completed form to:** General Teaching Council for England, Victoria Square House, Victoria Square, Birmingham, B2 4AJ

Deregistration date:    Actioned by:

Confirmation letter sent:    Ref. No.:

**Telephone 0370 001 0308 for a copy of this form in Braille, large print or on disc**

The General Teaching Council for England is a data controller under the terms of the Data Protection Act 1998. The information submitted on this form will be processed for the purpose of removing you from the GTC Register of Teachers