

# Further reading: Why teachers are transferred

Occasionally a teacher may transfer from one school to another, either in the same or another district. This may occur because:

- The TSC wishes to re-deploy the teacher to ensure equal distribution of teachers in the country's schools, uphold the national teacher-student ratio, ensure qualified subject teachers at secondary schools, or for other reasons pertaining to national teacher workforce planning.
- A teacher may wish to transfer to another school for family reasons, in pursuit of better career- and professional development opportunities, or because another school is more attractive.
- A school leader or a district may wish to transfer a teacher due to the school's, ward's or district's planning of the district teaching cadre.

Whatever the reason for transferring a teacher it is essential that the transfer process adheres to the Teaching Service's rules and procedures for transfer.

Any transfer of a teacher must be immediately registered in the Teacher Database, in the payroll system, in district and school records, and in other registers of teachers that impact on teacher personnel management.

## Who is responsible

**TSC:** Approves and processes transfer of a teacher to another school; initiates transfer in connection with deployment

**School Leader:** Can recommend transfer and makes the request to TSC

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