

Appendix F (d)

Application to the Primary Staffing Appeals Board for the 2024/25 School Year

Criterion D – Application for temporary English as an Additional Language (EAL) support for the 2024/25 School Year (Note – only considered at June and October 2024 Appeals Board)

The Appeals Board will consider applications for additional EAL support as outlined in Circular 0011/2024, Staffing Arrangements in Primary Schools for the 2024/25 school year.

Schools are reminded to initially complete **Form Prim-EAL 2024/25** in respect of EAL resources. If a school authority is not satisfied with the Department's decision on its application for language support, an appeal may be submitted to the Primary Staffing Appeals Boards on Appendix F (D).

Part 1 School staffing details.

Part 2 Information specific to the particular appeal criterion.

Part 3 allows for any further information relevant to the appeal to be submitted.

Part 1

Roll No: _____

School Name: _____

School Address: _____

Contact No: _____

Email address: _____

School Category:

- Ordinary
- Gaeltacht
- Gaelscoil
- DEIS Urban Band 1
- Other

If "Other" please specify _____

1. Please state the valid enrolment on:

30 September 2022 _____

30 September 2023 _____

30 September 2024* _____

* Use projected figure for appeals submitted to meetings before September

2. State details of staffing posts:

	2023/24	2024/25
Post Type	No of Posts	No of Posts
Total Full-Time Teaching Posts including Principal		
Breakdown of Teaching Posts as follows:		
Principal		
Mainstream Class Teacher(s) including developing post(s)		
S.E.T. post		
Special Class Teacher (exact category)		
EAL Language Support Post(s)		
Other Teaching Posts (give details)		

3. Please state the (projected) enrolment breakdown for each grade for the 2024/25 school year:

Grade	No of Pupils
Junior Infants	
Senior Infants	
First Class	
Second Class	
Third Class	
Fourth Class	
Fifth Class	
Sixth Class	
Special Class (if any)	
Total	

4. Please state the (projected) breakdown of class groups per teacher for the 2024/25 school year

Do not include any expected appeal post:

Class Groups	No of Pupils
Total	

Part 2

Criterion D – Application for temporary English as an Additional Language (EAL) support for the 2024/25 School Year

EAL Supports:

Schools are reminded to complete **Form Prim-EAL 2024/25** in respect of EAL resources for eligible pupils as outlined in the form.

An allocation in respect of language support may be provided to schools based on the information supplied in **Form Prim-EAL 2024/25**.

If a school authority is not satisfied with the Department's decision on its application for language support, an appeal may be submitted to the Primary Staffing Appeals Boards on Appendix F (D). **As this criterion relates to an initial application process, the Appeals Board can only consider appeals under this criterion at the June and October Appeals Board meeting.**

Having considered the circumstances outlined by the school and having regard to the high number of pupils requiring language support, an additional allocation may be approved to meet the educational needs of such pupils.

Schools are advised to consider the following before submitting an application for further language support:

1. Permanent language support post(s) in 2024/25:

Alleviation measures in the form of permanent Language Support posts were put in place in the 2012/13 school year for schools with a high concentration of language support pupils. These schools will continue to receive this allocation in the 2024/25 school year. This allocation will be taken into account when considering an application for temporary language support.

2. Special Education Teaching (SET) allocation:

The Special Education Teaching (SET) allocation provides a unified allocation for special education support teaching needs to each school based on each school's educational profile and also encompasses an element of language support allocation. Under this SET model, schools are frontloaded with resources to provide support immediately to those pupils who need it without delay.

Certification of school management:

- I certify that the details provided in this form are accurate and complete.
- I confirm that the pupils referred to above have been entered on POD
- I understand that if pupils referred to in this application leave the school, the temporary part-time allocation will be reviewed and the school's EAL allocation may be reduced
- I undertake to notify Teacher Allocations if pupils referred to in this application leave the school

Signature of Principal: _____ Date: _____

Signature of
Chairperson of BoM / CEO of ETB: _____ Date: _____

Contact Phone No: _____ Email: _____

Please forward the completed form to:

Primary Staffing Appeals Board
Primary Allocations Section
Department of Education
Cornamaddy
Athlone
Co. Westmeath
N37 X659