



**Circular 0067/2010**

**To: The Managerial Authorities of Recognised Primary, Secondary, Community, and Comprehensive Schools  
and  
The Chief Executive Officers of Vocational Education Committees**

## **Procedures for filling teaching vacancies that arise during the remainder of the 2010/11 school year**

The Government's National Recovery Plan (2011-2014) requires that savings on teacher numbers will be achieved through a combination of measures that will come into effect from September 2011. Savings are achieved when vacancies are filled through the redeployment of existing teachers.

In order to adhere to the requirements of the National Recovery Plan in relation to this Department's expenditure the procedures outlined below for the filling of teaching vacancies that arise during the remainder of the 2010/11 school year must now be fully implemented. These procedures will ensure that these teaching posts become available, as appropriate, to be filled through redeployment of existing teachers from September 2011.

### **Primary schools**

The procedures at primary level mean that any permanent teaching vacancies with the exception of School Principal and Deputy Principal posts, that arise between 1 December 2010 and the end of the school year may be filled only on a temporary basis (unless they can be filled from an existing redeployment panel). If a school authority has a recruitment process already underway that is not in compliance with the requirements of this circular then an appointment may not be made unless the post was offered to the successful candidate prior to 1 December 2010 and it was accepted by him/her. In such cases the relevant supporting documentation must be submitted to the Department's Payroll Section when the proposed appointee is being set up on payroll. In the case of a small number of recently recognised special schools the Department will be in separate contact with them to advise on the implications of this circular.

## **Post-Primary schools**

It is the current practice in the Voluntary Secondary and C&C sectors that teaching vacancies that arise from the first working day in November of each year are filled through the allocation of part-time hours for the remainder of the teaching period in the school year. This approach must also be rigidly applied with immediate effect by all VECs where it is not already applied.

## **School Principal and Deputy Principal posts**

School Principal and Deputy Principal posts may continue to be filled, as required, on a permanent basis but any resulting teaching vacancies (in that school or in any other school) may only be filled on an interim basis.

Queries in relation to this circular should be e-mailed to the Department as follows:

Primary schools: e-mail to [PrimaryAllocations@education.gov.ie](mailto:PrimaryAllocations@education.gov.ie)

Post-primary schools: e-mail to [Allocations@education.gov.ie](mailto:Allocations@education.gov.ie)

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