



## Information Note TC/IN 0004/2025

**To: The Managerial Authorities of Recognised Primary, Secondary, Community  
and Comprehensive Schools and  
The Chief Executives of Education and Training Boards**

### **Temporary changes to the Job Sharing Scheme for Registered Teachers employed in Recognised Primary and Post Primary Schools - 2025/26 School Year**

#### **1. Introduction**

- 1.1 In response to issues raised in relation to teacher supply, the restriction of engaging in substitute teaching imposed in the [Job Sharing Scheme](#) as contained in Chapter 8 (Paragraph 11.1(a)) of Circular 54/2019 has been suspended for the past number of years. This Information Note advises that the restriction will also be suspended for the 2025/26 school year.
- 1.2 A Job Sharing teacher may now be employed to work in a substitute capacity in any school, during the period they are rostered off duty.

#### **2. Pay Arrangements**

- 2.1 A Job Sharing teacher who is employed in a substitute capacity will be paid the personal rate of pay (including personal allowances).
- 2.2 Such substitute teaching will count towards progression on the incremental salary scale and superannuation. This is subject to the requirement that a Job Sharing teacher can advance to the next incremental point on the scale only after a minimum of 365 days after the last increment was awarded.
- 2.3 A Job Sharing teacher undertaking a combination of work in a job-sharing capacity and as a substitute is not permitted to exceed the maximum number of weekly contracted hours of a full time teacher.

#### **3. Circulation of Information Note**

- 3.1 Please ensure this Information Note is circulated to all members of the Board of Management/Education and Training Boards and its contents are brought



to the attention of all teachers in your employment, including those on leave of absence.

- 3.2 This Information Note replaces Information Note TC/IN 0008/2024.
- 3.3 The Information Note can be accessed on the Department's website at [gov.ie](http://gov.ie).

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**Teacher/SNA Terms & Conditions Section**

**26 June 2025**