

Appendix F (e)
Application to the Primary Staffing Appeals Board for the 2024/25
School Year

Criterion E – Small Schools

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

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 prior to this date

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		
Other Teaching Posts (give details)		

Part 2

Criterion E – Small Schools

This appeals criterion is applicable to schools with four teachers or less and they may submit an appeal in either of two instances:

1. Where a school with four classroom teachers or less which is losing a classroom post for the 2024/25 school year provides confirmation that the enrolment will increase sufficiently by 30 September 2024 to retain the post for the subsequent school year (i.e. the 2025/26 school year) the Appeals Board can allow the school to retain the classroom post.

or

2. Where a school with three classroom teachers or less is not gaining a classroom post for the 2024/25 school year but can provide confirmation that it will gain the additional classroom post for the subsequent school year (i.e. the 2025/26 school year), the Appeals Board can allow the school to gain a post for the 2024/25 school year.

or

3. Where a school that is due to have 1 classroom teacher for the 2024/25 school year based on the current staffing schedule but is projecting an enrolment of at least 11 pupils for 30 September 2024 and has at least 6 class groupings, the Appeals Board can allow the school to gain a post for the 2024/25 school year.

Total (projected) enrolment on 30 September 2024: _____

