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

Criterion G – Alleviating some of the pressure on class sizes at infants level

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 sp	pecify			

1.	Please state the valid enrolment on:			
	30 September 2022			
	30 September 2023			
	30 September 2024*			
	* Use projected figure for appeals submitte	ed prior to this da	ate	
2	State details of staffing posts:			
2.	State details of staffing posts:			
		2023/24	2024/25	_
	Post Type	No of Posts	No of Posts	_
	1 001 1980	110 011 0010	110 011 0010	
	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)			_

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	
IUlai	

Part 2

Criterion G – Alleviating some of the pressure on class sizes at infants level

This appeals criteria is targeted at schools that are not gaining an additional teaching post under the projected enrolments application process but nevertheless make a significant contribution to the provision of school places which assists the response to demographic growth within their area and as a result are under significant pressure on their class sizes at infants level. A key indicator in relation to these schools is a significant increase in junior infants enrolments.

No. of Junior Infants enrolled on 30 September 2022 (must be a minimum of 30 junior infants)	
No. of Junior Infants enrolled on 30 September 2023 (must be higher than the 30 September 2022 enrolment)	
Projected no. of Junior Infants enrolled on 30 September 2024 (must be higher than the 30 September 2023 enrolment)	

If an additional post is sanctioned by the Appeals Board please state the (projected) breakdown of class groups per teacher for the 2024/25 school year:

Class Groups	No of Pupils
Tatal	
Total	

Schools are reminded that in the context of seeking additional resources from the Department under this criteria it is very important that the projected enrolment is realistic.

Schools are required to ensure that the number of pupils in any class is kept as low as possible and to use their autonomy, where possible, to implement smaller class sizes for infant classes.		
Please state below the key steps your school is taking, in particular for infant classes, in order to comply with this requirement for the 2024/25 school year:		

Part 3

Further Information

Please briefly outline any further details that	it you feel are relevant to your appeal.
I hereby certify that the details provided are	e true and correct.
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	