

Communicating with CPSMA

By Post or Phone

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On the Web

Website: www.cpsma.ie

- A valuable source of information - updated daily
- Easily accessible
- A wide variety of template and resource documents are available for download, including employment contracts, organisational policy prompts, legislation, DES and other guidelines as well as current news items.

Newsletter

- CPSMA Newsletter is published regularly
- Contains up to date information
- Responds to schools needs
- Circulated by post to Chairpersons of boards and school Principals
- Current and previous editions available for download on the CPSMA website. Go to the Site Menu and click on Newsletters.

CPSMA Services to Boards of Management

Employment of Staff

Advice and Guidance in regard to:

- | | |
|--|--|
| <input checked="" type="checkbox"/> Teaching staff | <input checked="" type="checkbox"/> Panel rights |
| <input checked="" type="checkbox"/> Secretarial staff | <input checked="" type="checkbox"/> Redundancy issues |
| <input checked="" type="checkbox"/> Special Needs Assistants | <input checked="" type="checkbox"/> Vetting |
| <input checked="" type="checkbox"/> Caretakers | <input checked="" type="checkbox"/> Disciplinary matters |
| <input checked="" type="checkbox"/> Cleaning staff | <input checked="" type="checkbox"/> Leave |
| <input checked="" type="checkbox"/> Bus escorts | <input checked="" type="checkbox"/> Payroll issues |
| <input checked="" type="checkbox"/> Appointment procedures | <input checked="" type="checkbox"/> Posts of responsibility |
| <input checked="" type="checkbox"/> Seniority issues | <input checked="" type="checkbox"/> Appeals on employment issues |
| | <input checked="" type="checkbox"/> Grievance procedures |
| | <input checked="" type="checkbox"/> Other... |

General School Issues

Advice and Guidance on:

- | | |
|--|---|
| <input checked="" type="checkbox"/> Health and Safety | <input checked="" type="checkbox"/> Special Educational Needs |
| <input checked="" type="checkbox"/> Child protection | <input checked="" type="checkbox"/> Buildings |
| <input checked="" type="checkbox"/> Administration of medicine | <input checked="" type="checkbox"/> DES schemes |
| <input checked="" type="checkbox"/> Insurance | <input checked="" type="checkbox"/> DES grants |
| <input checked="" type="checkbox"/> Enrolment | <input checked="" type="checkbox"/> Supervision |
| <input checked="" type="checkbox"/> Section 29 Appeals | <input checked="" type="checkbox"/> Substitution |
| <input checked="" type="checkbox"/> Legislation | <input checked="" type="checkbox"/> Parental complaints |
| <input checked="" type="checkbox"/> Discipline | <input checked="" type="checkbox"/> Other.... |

Training for Boards

2010/2011: Training

Employment Issues: CPSMA will deliver this module in conjunction with Allianz in October 2010.

A list of venues will be published and Boards will be notified in due course

CPSMA will continue to develop new training modules on an ongoing basis.

National Training:

- Child Protection
 - Appointment Procedures
 - The Board of Management as a Corporate Entity
 - Board Finances and the Role of the Treasurer
 - Legal Issues
- (The 5 modules above are funded by The Department of Education & Skills)*

Representation

CPSMA, in representing boards of management is in regular contact, discussion and negotiation with :

- | | |
|--|--|
| <input checked="" type="checkbox"/> DES | <input checked="" type="checkbox"/> NEWB |
| <input checked="" type="checkbox"/> INTO | <input checked="" type="checkbox"/> NPC |
| <input checked="" type="checkbox"/> SIPTU | <input checked="" type="checkbox"/> NCSE |
| <input checked="" type="checkbox"/> IMPACT | <input checked="" type="checkbox"/> NEPS |
| <input checked="" type="checkbox"/> IPPN | <input checked="" type="checkbox"/> NCTE |
| | <input checked="" type="checkbox"/> Teaching Council |

National Policy

CPSMA has a key role in shaping national policy on the development of primary education and the implementation of educational strategies and policies. Part of this remit involves lengthy negotiations with the education partners as well as the preparation of complex documentation and attendance at a variety of meetings as necessary.

Media

CPSMA deals with media enquiries on a range of current matters.

Handbook for Boards

The process of revision and updating of the current Handbook will commence in the 2010 - 2011 school year.