**Appendix F (g)**

**Application to the Primary Staffing Appeals Board for the 2020/21 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 0018/2020, Staffing Arrangements in Primary Schools for the 2020/21 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:**

30th September 2018 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 30th September 2019 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 30th September 2020\* \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 \* Use projected figure if before this date

1. **State details of staffing posts:**

|  |  |  |
| --- | --- | --- |
|  | **2019/20** | **2020/21** |
| **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)  |   |   |

1. **Please state the (projected) enrolment breakdown for each grade for the 2020/21 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**  |   |

1. **Please state the (projected) breakdown of class groups per teacher for the 2020/21 school year**

**Do not include any expected appeal post:**

|  |  |
| --- | --- |
| **Class Groups** | **No of Pupils** |
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| **Total**  |   |

**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 developing schools criteria 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 30th September 2018

(must be a minimum of 30 junior infants)

No. of **Junior** Infants enrolled on 30th September 2019

(must be higher than the 30th September 2018 enrolment)

Projected no. of **Junior** Infants enrolled on 30th September 2020

(must be higher than the 30th September 2019 enrolment)

**If an additional post is sanctioned by the Appeals Board please state the (projected) breakdown of class groups per teacher for the 2020/21 school year:**

|  |  |
| --- | --- |
| **Class Groups** | **No of Pupils** |
|   |   |
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|  |  |
|   |   |
| **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 2020/21 school year:

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**Part 3**

**Further Information**

Please briefly outline any further details that you feel are relevant to your appeal.

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I hereby certify that the details provided are 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 & Skills**

**Cornamaddy**

**Athlone**

**Co. Westmeath**

**N37 X659**