

CPSMA TOP TEN QUERIES - SEPTEMBER 2022

1. Should schools be operating their COVID-19 Response Plan this year?

[Information Note SD 0003/2022](#) (February 2022) advised that many aspects of the COVID-19 Response Plan were no longer necessary in schools.

[Welcome Back to School Communication 2022-23](#) (September 2022) advises that there are no new COVID-19 requirements for schools. The importance of good hand hygiene and respiratory etiquette, together with adequate ventilation and cleaning are emphasised.

The Department of Education is currently revising the template COVID-19 Response Plan to take account of the latest public health advice. This template will be adopted by schools when issued and, in the meantime, there is no need for schools to amend their COVID-19 Response Plan.

2. Is the COVID-19 enhanced cleaning grant being paid in the 2022/23 year?

It has been confirmed that the enhanced cleaning grant will be paid to schools for the first term of the 2022/2023 school year.

3. Has there been a change to the requirement for Croke Park hours?

We are not aware of changes to the Croke Park hours requirements for teachers or SNAs.

4. Can a parent whose child has just left sixth class, remain as a parent nominee on the Board this year?

Unless they have other children in the school, these parents may not remain as parent nominees on the board of the school. Board meetings may nonetheless continue to be held, pending appointment of new board members, provided there is a quorum.

5. What are the notice requirements for recruitment of teachers/ SNAs?

From now until 31st December 2022, teaching posts may avail of a shortened advertising time of 7 (instead of 14) days and a shortened notice period of 5 (instead of 7) days for interviews. The usual 14 days for advertisement of posts and 7 days for notice of interview are still required for recruitment of SNAs (as per [Circular 0044/2019](#))

6. What does the “5 Day Rule” mean in terms of recruitment?

A person registered with the Teaching Council may be recruited to fill a vacancy, pending recruitment of a suitably qualified teacher. This could be a graduate or a third/ fourth year student, but the essential requirement is that they hold a Teaching Council Registration Number.

A person without a Teaching Council Registration Number, may only be employed in a school for a maximum of 5 consecutive days, pending recruitment of a qualified teacher. It should be noted that these 5 days include any days worked in another school.

7. How do I cover a vacancy left by a teacher who has left my school, pending recruitment of a replacement teacher?

If a teacher has resigned or retired, the OLCS will not accept a “substitute” and so a temporary teacher will have to be appointed, pending recruitment of a replacement teacher. This will require completion of a [Primary Teacher Appointment Form 2022/2023](#), which should state that this is a temporary appointment, pending recruitment of a replacement teacher.

8. What are the implications of Circular 0038/2022 ?

[Circular 0038/2022](#) stipulates that certain of the alleviation measures introduced to assist schools during the COVID-19 pandemic will no longer be available. For example, the Parental Leave Scheme and the Career Break Scheme will revert to the terms set out in Circular 0054/2019 and the Job-Sharing Scheme for SNAs will revert to the terms set out in Circular 0041/2014. CPSMA are seeking further clarity and will update schools in this regard.

9. What are schools required to do in relation to school secretaries this year?

Many aspects of the proposed new arrangements for payment of secretaries have yet to be worked out and pending further developments, schools should do the following:

New Employees: Secretaries newly commencing employment *must* opt in to the scheme set out in [Circular 0036/2022](#) and should be paid at the appropriate rate from 1st September 2022. The correct rate of pay is at the first level, unless the secretary has previously worked as a school secretary. Schools may use the template contract on the CPSMA website, incorporating the correct rate of pay and indicating that sick leave should be in accordance with terms of the Dep of Education Circular 0036/2022. Holiday pay may be inserted as 8% of hours worked.

Current Employees: Schools are required to advise secretaries of [Circular 0036/2022](#) and their position on the salary scale should the secretary decide to opt in to the scheme. Schools may contact the **FSSU** at **01-9014020** for advice in this regard.

If opting in, secretaries should be paid at their new rate with effect from September 1st 2022. Secretaries should notify schools of their decision in this regard later this month, but this information is not required by the Department at this stage.

The FSSU has published [Frequently-Asked-Questions-on-Circular-36 2022.pdf \(fssu.ie\)](#) on this area which may be helpful for schools.

10. What supports are available for Ukrainian children in my school?

English as an Additional Language (EAL) hours

In addition to the normal EAL hours of a school, EAL hours will also be allocated to all schools based on the number of Ukrainian children enrolled in their school as follows:

No of EAL pupils	No. of Teaching hours per week
1 - 4	5
5 - 8	10
9 – 13	15
14 – 20	20
21 - 30	25
31 – 40	35
>40	50

Applications using [Applications for EAL Support for Ukrainian Children](#) should be emailed to primarystaffingappeals@education.gov.ie

Special Education Teacher (SET) and Special Needs Assistant (SNA) resources

Schools where 10 or more Ukrainian pupils are enrolled will be able to apply for *additional* SET resources (15 or more Ukrainian pupils for SNA resources) on a sliding scale to a maximum of 25 teaching hours per week and a maximum of 3 SNAs on a temporary basis.

[Supporting Ukrainian students with special educational needs](#) outlines how SET hours and SNAs will be allocated by the NCSE to schools, based on the number of Ukrainian children enrolled. The NCSE will make contact with schools directly in relation to their additional allocation of SET hours and SNA supports.

Queries from schools in relation to these temporary SET and SNA allocations can be directed to special_education@education.gov.ie

Contact should be made with the schools [REALT Team](#) for information relating to the Ukrainian children in your school.

Páistí ón Úcráin agus oideachas tré mheán na Gaeilge

Chuir gaelscoileanna agus scoileanna gaeltachta fáilte is fiche roimh pháistí ón Úcráin ó thosaigh an cogadh ina dtír féin. Tá taithí ar leith ag na scoileanna seo cheanna glacadh le páistí nach í teanga na scoile máthar teanga an linbh, rud a chabhróidh leo dul i ngleic le páistí ón Úcráin a mhúineadh. Ina theannta sin, tá tacaíocht ar leith ar fáil ón Roinn Óideachais. Is feidir le scoileanna iarratas ar Thacaíocht Teanga a chomhlíonadh [Iarratas ar Thacaíocht Teanga do dhaltáí Ucránacha don chuid eile den scoilbhliain 2022-23](#) agus a sheoladh chuig primarystaffingappeals@education.gov.ie

Please contact us on 01-6292462 or info@cpsma.ie to discuss any queries you may have.
