

**Implementation of Circular Letter 29/2024 as agreed between the Department and the Primary Management Bodies and the INTO dated 7th May 2024.**

1. It is agreed that Circular 44/2019, entitled “Recruitment/Promotion and Leadership for Registered Teachers in Recognised Primary Schools” does not prevent the holding of the recruitment process during the current school year to fill vacant Posts of Responsibilities (PORs), at the level of Assistant Principal (AP) I or II, which the school expects to have at the commencement of the following school year. Therefore, the recruitment process for posts that fall vacant on or after the 1<sup>st</sup> September under Circular 29/2024 can commence prior to the end of the previous school year.
2. Applicants should be advised that appointment to a post of responsibility will be dependent on that post being sanctioned by the Department in line with Circular 29/2024.
3. The consultation process outlined in Section 3 of Chapter 3 of Circular 44/2019 must take place prior to the process of advertising such vacant posts as set out in Section 5 of Chapter 3 of the circular.
4. Payment of the relevant allowance will commence from the date on which the teacher takes up the post.
5. Prior to advertising an Assistant Principal post, schools must also take into consideration teachers who hold an Assistant Principal allowance on a personal basis when determining if an Assistant Principal vacancy exists in the school – Circular 44/19 refers.
6. The terms of Circular 44/19, as applicable, will continue to apply to all AP1 and AP2 recruitment and appointment processes.