



## SUPERVISION – 2012/2013 SCHOOL YEAR

### Teachers who have opted out of supervision duties

Roll No: \_\_\_\_\_ Name of School: \_\_\_\_\_

Address of School : \_\_\_\_\_

Telephone No: \_\_\_\_\_ E-Mail Address: \_\_\_\_\_

**In order to allow Boards of Management pay external supervisors for the 2012/13 school year, the Department requires that permanent/long-term temporary teachers who are opting out of supervision duties to sign this form. ONLY TEACHERS OPTING OUT OF SUPERVISION DUTIES SHOULD SIGN THIS FORM.**

**If you have no teachers opting out of supervision duties, please insert “Nil”below.**

**The following teachers ARE NOT undertaking supervision duties in the 2012/2013 school year.**

PPSN	TEACHER' NAME	TEACHER'S SIGNATURE

**Total number of permanent and long-term temporary teachers who have opted out of supervision duties for the 2012/2013 school year. (If you have no teachers who have opted out of supervision duties you should insert “Nil) \_\_\_\_\_**

I certify in so far as I am aware the information supplied on this form is correct.

Principal: \_\_\_\_\_ Date: \_\_\_\_\_

Chairperson: \_\_\_\_\_ Date: \_\_\_\_\_

**In signing this form the Board of Management undertakes to refund to the Minister for Education and Skills any monies paid which are not properly payable under the terms of Primary Circular 29/03.**

This form should be completed and returned by **Friday, 25 January 2013** to the:  
Primary Teachers Payroll Section, Department of Education & Skills, Cornamaddy,  
Athlone, Co. Westmeath.