



Circular Letter 19/97

To the Board of Management of each
Secondary and Community/Comprehensive School.

PAYMENTS IN RESPECT OF QUALIFICATIONS TO TEACHERS IN POST-PRIMARY SCHOOLS

Certain proposals for payments in respect of qualifications to post-primary teachers were made as part of the Revised Proposals for Agreement on Pay and Conditions of Teachers under Clause 2(iii) of Annex 1 of the Programme for Competitiveness and Work 1996.

The Minister for Education now authorises the implementation of the payments in respect of qualifications in accordance with the terms set out in this Circular.

1. PAYMENT OF A PASS DEGREE ALLOWANCE:

- 1.1 A Pass Degree Allowance shall be payable to all recognised post-primary teachers who do not hold a degree qualification. The allowance shall be paid with effect from the following dates

1 July, 1994 to teachers 55 years of age and over;
1 July, 1996 to teachers 50 years of age and over;
1 July, 1997 to teachers 45 years of age and over;
1 July, 1998 to all eligible teachers.

- 1.2 The allowance shall be payable with effect from 1 July, 1994 to teachers who do not meet the age requirements specified above and who retire on pension after 1 July, 1994.

- 1.3 The Department will endeavour to identify the teachers eligible for the payment of this allowance. Any teacher who considers that s/he is eligible for the allowance but is not in receipt of such by 5th October, 1997 should write to the Post-Primary Teachers Salaries Section of the Department giving appropriate details. Arrangements will be made as soon as possible for the payment of arrears to teachers entitled to the allowance from the 1st July, 1994 and the 1st July, 1996.

2. PAYMENT OF AN HONOURS DEGREE ALLOWANCE:

- 2.1 An Honours Degree Allowance shall be payable to recognised non-graduate specialist teachers of Art, Physical Education, Music and Religious Education who obtained an appropriate standard in the final examination for their basic subject qualification - the level to be decided in line with similar standards already set for specialist teachers of Woodwork, Woodwork and Building Construction, Educational Woodwork, Metalwork, Home Economics and Rural Science.

3. PAYMENT OF THE HIGHER DIPLOMA IN EDUCATION ALLOWANCE:

- 3.1 The Higher Diploma in Education Allowance shall be payable to recognised specialist teachers of Woodwork, Woodwork and Building Construction, Educational Woodwork, Metalwork, Technology, Home Economics, Rural Science, Art, Physical Education, Religious Education and Music who hold a four year concurrent degree which includes a qualification in the theory and practice of education. The allowance would be payable at the Pass or Honours level as appropriate to the level of the degree.

- 3.2 The Higher Diploma in Education Allowance shall be payable in respect of either of the following qualifications to recognised Art teachers who do not already have a Higher Diploma in Education:
(a) Principles of Teaching of Art, or
(b) Diploma for Art and Design Teachers

- 3.3 The Higher Diploma in Education Allowance shall be payable in respect of the Diploma in Commercial Education to teachers holding a B. Comm. degree and who do not already have a Higher Diploma in Education.

4. PAYMENT OF THE HONOURS DEGREE ALLOWANCE IN RESPECT OF DEGREES CONFERRED AND DESIGNATED AS HONOURS DEGREES BY APPROPRIATE AWARDING AUTHORITIES:

- 4.1 The Honours Degree Allowance shall be payable in respect of degrees conferred and designated as honours degrees by appropriate awarding authorities (University, NCAD, NCEA) as set out in the schedule of allowances for qualifications. The allowance will be paid irrespective of the number of subjects taken in the degree. Issues arising in relation to the payment of qualification allowances will be addressed in accordance with 6 below.

5. DETERMINATION OF ELIGIBILITY FOR PAYMENT OF THE ALLOWANCE:

- 5.1 Teachers who consider that they are entitled to any of the allowances referred to in Paragraphs 2, 3 and 4 of this Circular should submit an application on the form (copy attached) and relevant documentation to the Secondary Salaries Section, Department of Education, Cornamaddy, Athlone, Co. Westmeath to determine eligibility.

6. AGREED PROCEDURES:

- 6.1 Agreed procedures, with provision for adjudication, for dealing with appeals for the payment of allowances in respect of qualifications will be established at an early date.

7. EFFECTIVE DATES:

- 7.1 The proposals at Paragraphs 2 to 4 above are to be implemented with effect from 1 July, 1994.

8. COPIES OF CIRCULARS:

- 8.1 You are requested to provide a copy of this Circular to the parents' and teachers' representatives on Boards of Management.

Don Thornhill,
Runai,
May 1997.

APPLICATION FOR PAYMENT IN RESPECT OF QUALIFICATIONS TO TEACHERS IN SECOND LEVEL SCHOOLS AS AGREED UNDER THE PCW PACKAGE.

Please tick category under which this application is being made

1. Payment of an Honours Degree Allowance to recognised non-graduate specialist teachers of Art, Physical Education, Music and Religious Education who obtained an appropriate standard in the final examination for their basic subject qualification.
2. Payment of Higher Diploma in Education Allowance to recognised specialist teachers of Woodwork, Woodwork and Building Construction, Educational Woodwork, Metalwork, Technology, Home Economics, Rural Science, Art, Physical Education, Religious Education and Music who hold a four year concurrent degree which includes a qualification in the theory and practice of education.
3. Payment of the Higher Diploma in Education Allowance in respect of either of the following qualifications to recognised Art teachers who do not already have a Higher Diploma in Education: (a) Principles of Teaching of Art, or (b) Diploma for Art and Design Teachers
4. Payment of the Higher Diploma in Education Allowance in respect of the Diploma in Commercial Education to teachers holding a B. Comm. degree and who do not already have a Higher Diploma in Education.
5. Payment of the Honours Degree Allowance in respect of a degree conferred and designated as an honours degree by appropriate awarding authorities.

Full Name:

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Present Address:

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Teacher Number: **Date of Birth:**

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Nationality:

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Present Position:

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PARTICULARS OF QUALIFICATIONS

PRIMARY DEGREE HELD:

Details of Degree Held:

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Hons/Pass (State Class):

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University / Institution by which conferred :

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College/ Institution at which obtained :

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Date of Award :

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Duration of Course of Study:

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First Year Subjects Studied: .

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Final Year Subjects Studied (State Exam Results):

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HIGHER DEGREES OR HIGHER DIPLOMAS OR OTHER HIGHER QUALIFICATIONS HELD:

Qualification held: Hons/Pass (state class):

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Date and Year of Award:

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College/ Institution at which obtained:

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Qualification Awarding Authority:

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Subjects studied:

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TEACHER TRAINING QUALIFICATION

Qualification held: Hons/Pass (state class):
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Date and Year of Award:
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College/ Institution at which obtained:
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Qualification Awarding Authority:
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Duration of Course:
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Subjects taken in each year of course:
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(Note: Further information or relevant supporting documentation may be attached)

Declaration by Teacher

I wish to apply for payment of the allowance indicated above, in accordance with the terms of Circular 19/97.

I certify that, to the best of my knowledge, the details given in this application including the supporting documentation are true and correct.

Teacher's Signature:

Date: