



Circular 0052/2014

To: The Managerial Authorities of Recognised Primary Schools

Public Service Stability Agreement 2013 – 2016 (Haddington Road Agreement)

Teachers

Review of Usage of Croke Park Hours – Amendment to Circular 0008/2011

Introduction

1. In the context of the Public Service Stability Agreement 2013 – 2016 (Haddington Road Agreement), it was agreed that a review of the usage of the additional hours provided by teachers under the Croke Park Agreement would take place involving the Department of Education and Skills, the teacher unions and school management bodies. The purpose of this Circular is to notify managerial authorities and teachers of the outcome of that review.

Amendment to Circular 0008/2011

2. Arising from the review, the following text is inserted into paragraph 6 of Circular 0008/2011:

“Having regard to the central purpose underlying the provision of additional time as set out in paragraph 2 above, an amount of time up to and not in excess of 5 hours will be available for planning and development work on other than a whole-school basis and as approved by management.

The use of the 5 hours will be subject to verification and accountability to management.

Paragraph 5(a) of Circular 0008/2011 will not apply to the delivery of these hours, save that they must be delivered outside normal school hours for class/pupil contact and supervision/substitution and in tranches of no less than 30 minutes duration.

The timeframe for completion of this element will be determined by school management. ”

3. This amendment to Circular 0008/2011 will take effect from the beginning of the 2014/15 school year.
4. The full revised text of the section of Circular 0008/2011 dealing with additional time is attached for reference at Appendix 1.

Circulation and Queries

5. Please ensure that copies of this Circular are provided to the Board of Management and its contents are brought to the attention of all teachers in your employment including those on leave of absence.
6. This Circular can be accessed on the Department's website under <http://www.education.ie>.
7. Queries in relation to this Circular should be addressed to: hraqueries@education.gov.ie

Philip Crosby
External Staff Relations
June 2014

Appendix 1- Revised text regarding additional time from Circular Letter 0008/2011

Additional Time

1. Additional time of one hour per week is provided for in the Agreement.
2. At present, schools close early or for a day or half days to facilitate activities such as school planning, staff meetings, national inservice provision etc. A central purpose underlying the provision of additional time is to provide for these essential activities to take place without reducing class contact/tuition time.
3. In addition, there are situations where schools require supervision immediately before or after school opening/closing and this additional time may also be used to provide this where needed and for lesser daily periods than those at paragraph 5.
4. Over the course of the primary school year, the additional time provision amounts to 36 hours. Without prejudice to the provisions of paragraphs 5 and 6 below it is expected that there will be consultation at school level as to the optimum usage of this block of hours in order to meet the requirements of the school and to significantly eliminate the erosion of class contact time.
5. The hours in question may be utilised by schools in the manner set out at (a) or (b) below or by a combination of the provisions in (a) and (b).

(a) Having regard to paragraphs 3 and 4 above, school management may designate the usage of the 36 hours in blocks of 1, 2 or 3 hours. These may be scheduled over the course of the 183 day school year and the time period should be scheduled outside the normal school hours.

(b) Where there is a consensus among the school staff to so do, school management may utilise part of the hours in question aggregated as full days, subject to a maximum aggregation of the equivalent of two days, outside of the 183 days during which the school is open for tuition. The maximum applicable here will be subject to review for the school year 2012/2013 in light of the experience of its operation.

6. Having regard to paragraph 4 above, school management may designate the use of the 36 hours to provide additional time to deal with some or all of the following items.

- school planning
- continuous professional development
- induction
- pre and post school supervision
- policy development
- staff meetings
- nationally planned inservice
- school arranged inservice

Having regard to the central purpose underlying the provision of additional time as set out in paragraph 2 above, an amount of time up to and not in excess of 5 hours will be available for planning and development work on other than a whole-school basis and as approved by management.

The use of the 5 hours will be subject to verification and accountability to management.

Paragraph 5(a) of Circular 0008/2011 will not apply to the delivery of these hours, save that they must be delivered outside normal school hours for class/pupil contact and supervision/substitution and in tranches of no less than 30 minutes duration.

The timeframe for completion of this element will be determined by school management.

7. The 36 additional hours are separate from the existing arrangements in relation to parent/teacher and staff meetings. In the case of staff meetings, school management may utilise some of the additional hours to remove the 'half in' element of these meetings.
8. Schools should record the full usage of the additional hours and publicise this in the normal school communication to parents.