



**To the Chief Executive Officer of
each Vocational Education Committee**

**Computation of Service for the purposes of Appointment to
Assistant Principal and Special Duties Teacher Posts in
Designated Greenfield Community Colleges**

The Minister for Education and Science wishes to advise that, following consideration of the advices of the Attorney General in this matter and following agreement between the Irish Vocational Education Association, the Religious Trustees, the Teachers' Union of Ireland, the Association of Secondary Teachers Ireland and the Department of Education and Science, the following arrangements for the computation of service for the purpose of appointment to Assistant Principal and Special Duties posts as set out in paragraphs 3.1 and 4.1(b) of Circular PPT13/02 will apply.

1. The seniority of candidates shall be determined by reference to the length of service on the 1st September of the year in which the appointment/s is/are being made and by reference to qualified service in a permanent, temporary, substitute, eligible part-time or part-time capacity as a teacher with the current employer.
2. A maximum of one year's credit may be granted in respect of any one school year. Seniority will be credited in full years only and will be computed as follows:
 - (a) each full year of permanent service will reckon as one year for seniority purposes
 - (b) permanent, temporary, substitute, eligible part-time or part-time service for a minimum of 22 school weeks in any one school year will reckon as a full year for seniority purposes
 - (c) permanent, temporary, substitute, eligible part-time or part-time service which, collectively or separately, amount to more than 200 hours in any school year will reckon as a full year for seniority purposes

- (d) subject to paragraph (c) above service in any school year which is less than 22 school weeks will not be reckonable
- (e) subject to paragraph (b) above service in any one school year which is less than 200 hours will not be reckonable .

The revised arrangements are effective immediately and should be applied to all posts remaining to be filled.

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

**Johnny Bracken,
Principal Officer.**

June, 2002.