

Circular 0007/2012 FAQ UPDATE 6 MARCH 2012

This document should be read in the context of primary circular 0007/2012. The purpose of this document is to answer some frequently asked questions (FAQ) and further questions and answers may be added as the allocation and redeployment process is progressed.

1. Will the Department be writing to my school in relation to its staffing for 2012/13 school year?

Circular 0007/12 is the Department notification to schools regarding their staffing levels for 2012/13 school year. Schools are required to comply with the arrangements in the Circular without individual notification from the Department. Individual letters will be issued to DEIS Urban schools. Individual letters will also be issued to the 73 small primary schools losing a classroom post in Sept 2012 as a result of the budget measure.

2. What must schools have done by 16 March 2012?

Schools are required to have the following done by 16 March 2012:

- Clustering of GAM/EAL hours into full-time posts and Department notified accordingly by the base school
- Return a redeployment form to the Department for any surplus permanent teacher in their school
- Notify their relevant panel operator of all of their permanent and fixed-term vacancies

3. My school has 20 GAM/EAL hours and it is difficult to find a neighbouring school with 5 hours to cluster with to make up a full-time post – What should I do?

If a school is unable to get a 5 hour partner school for their 20 hours then an alternative option to consider is splitting the 20 hours as follows:

- Use 15 hours to try and partner with a neighbouring school that has 10 hours
- Use the balance of 5 hours to try and partner with a neighbouring school that has 20 hours.

Provided the clustering arrangements are done by 16 March then the local arrangements outlined in the Circular can be operated at a later stage to improve the efficiency of the above cluster arrangements.

If clustering of the GAM/EAL hours into a full-time post is not done then the redeployment panel form must be returned to the Department before 16 March in respect of the surplus permanent teacher.

4. My school is mostly an all-girls school but has a small percentage of boys in it. How was the GAM/EAL allocation for my school calculated?

Under the original GAM/EAL arrangements at least 30% of the enrolments had to be boys for a school to be regarded as a mixed school. Under the new arrangements this threshold is reduced to 25% based on the enrolment figures of September 2010. The Department will be keeping the classification of these schools under regular review. It is intended that this will be done on the basis of enrolment trends rather than changes in the mix of enrolments arising in an individual year.