

ACCS Area Information Meetings

Autumn 2016



accs

Association of Community
and Comprehensive Schools

Cumann na Scoileanna Pobail
agus Cuimsitheacha 1

Industrial Relations Update

- ASTI Directive 11th July
 - Withdrawal from the delivery of Croke Park hours
 - Effectively outside Lansdowne Road agreement
- CL 45/2016
 - Implementation of Lansdowne Road agreement for TUI members
 - Implementation of FEMPI for ASTI and non-union members
- Meeting 3rd September 2016 of CEC of ASTI:
 - Lunchtime protest over reforms to the Junior Cycle
 - **Two ballots:** (Outcome 'Mid-October')
 - Industrial action up to and including strike action on new teachers' pay.
 - Withdrawal from S&S duties.

Industrial Relations Update

CTD.

TUI members who are employed in Community and Comprehensive Schools:

TUI members who are employed in Community and Comprehensive Schools should complete the form at Appendix 1 and submit it to the Principal of their school, who will then enter the information on the Online Claims System. The deadline for submission of information on the OLCS is 5pm on Tuesday 13 September 2016.

Accordingly, TUI member teachers should submit the completed form to the Principal in time to allow the information to be inputted onto the OLCS by this deadline. Teachers should retain a copy of the completed and signed form.

Supervision & Substitution

- Currently operating under CL 06/2014 & CL 42/2014: 43 hrs; available 5 periods p.w.; rostering; 3hrs per week.
- ASTI to decide how to react to FEMPI measures at CEC meeting on 3rd September.
- DES and ASTI met on 16th August. No progress.
- S&S part of teacher's contract (unless opted out in 2014).
- Ballot on withdrawal from S&S duties. Outcome mid-October.
- DES and Management Bodies will consider Contingency Plan.



accs

Association of Community
and Comprehensive Schools
*Cumann na Scoileanna Pobail
agus Cuimsitheacha*

Lansdowne road Agreement

TUI

- Inclusion of S&S €796 in the Teacher Pay Scales
- Continued Alleviation and Restoration of the FEMPI Act 2013 Pay Reductions
- Expiry of Increment Measures
- Continuation of Improved CID Arrangements introduced under the Ward Report
- Protection against Compulsory Redundancy
- Croke Park Hours – Increase in time available for planning and development work on other than a whole-school basis. See CL 43/14 (*Increasing from up to 5 to 8 hours 2016/17 increasing to 10 hours 2017/18*)



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

Effect of FEMPI

ASTI and Non-union

- Suspension of Incremental progression
- Non-inclusion of S&S Moiety
- Withdrawal of improved CID arrangements under Ward proposals for any BOM offers after 11 July 2016
- Withdrawal of alleviations from FEMPI pay reductions 2013
- Withdrawal of protection against compulsory redundancy and Redeployment Schemes
- Withdrawal of enhanced Redundancy Payments



accs

Association of Community
and Comprehensive Schools

Cumann na Scoileanna Pobail
agus Cuimsitheacha

TUI discussions on:

- New teacher pay. Restoration of allowances
- Security of employment & enhanced teaching hours. Changes to CL 34/09, Section 5.
- Changes to 33 hours.
- Restoration of middle management positions: Flexibility / responsibility



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

ASTI Directives:

- Post of Responsibility: November 2015
- Croke Park Hours (33 Hrs): June 2016
- Junior Cycle
- Junior Certificate Oral Exam Directive: August 2016
- Class Sizes



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

ACCS Conferences

2016/17

24th – 25th November **In School Management Conference**
Radisson Blu Hotel & Spa Limerick

23rd – 25th March **ACCS 2017 Convention**
The Malton, Killarney

10th May **Education Conference**
Mullingar Park Hotel



Association of Community
and Comprehensive Schools
*Cumann na Scoileanna Pobail
agus Cuimsitheacha*

CPD

ACCS Newsletter 1 2016/17

New to schedule 2016/17

1. Role and Responsibility of the Chairperson and Principal
2. DEIS Symposium
3. Interviewing Questioning Skills for the Appointment of Principals and Deputy Principals



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

Cost of In-service

2016/17

ISM and Convention

A registration fee will apply. Booking forms will be sent by post approximately 6 weeks in advance

Other In-service

Free of charge for this academic year



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

Recent DES Circulars



<u>CL 59/2016</u>	Revised Procedure and Sequence for Filling Available Teacher Posts/Hours
<u>CL 58/2016</u>	Paternity Leave Scheme for Special Needs Assistants
<u>CL 57/2016</u>	Paternity Leave Scheme for Registered Teachers
<u>CL 53/2016</u>	HSE Post-Primary School Vaccination Programme 2016/2017
<u>CL 47/2016</u>	Direct entry (recruitment) grades (other than Teachers & SNAs) in the Education Sector (Post 1 January 2011 Entrants) - Recognition of Previous Public Service in another EU Member State
<u>CL 45/2016</u>	Public Service Stability Agreement 2013 – 2018 (Haddington Road Agreement/Lansdowne Road Agreement) and the Financial Emergency Measures in the Public Interest Acts 2013 and 2015 - Teachers
<u>CL 40/2016</u>	Continuing Implementation of School Self-Evaluation 2016-2020 - Post Primary



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

Garda Vetting Update

- Information Bulletin: 29/16 for Recruitment of Teachers
- Information Bulletin: 30/16 for ACCS eVetting.
 - NB: stop using old forms! Only use NVB1 and Confirmation Form
 - Give ACCS a secure email address for return of disclosures. Email evetting@accs.ie with details
 - Please check your email periodically for disclosures
- Circular Letter 31/16 for obligations of schools
- Teaching Council & National Vetting Bureau are prioritising applications for teachers.



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

Garda Vetting: PME

- Update:

A **second** year PME would have been vetted by the college in year one. If the college communicates this to the school it is acceptable. *“A vetting completed by the Garda Central Vetting Unit is deemed a vetting disclosure”.* NVB Tipperary.

A **first** year PME, unless vetted before 29th April 2016, should have the new type disclosure.

Garda Vetting: Work experience for TY, LCA.

- Must be 'relevant work or activities'.
- Must be parent / guardian email address on NVB1 form.
- Form NVB3 must be completed if student between 16 yrs and 18yrs.
- Sample information on: www.stcolmcilles.ie; parents; garda vetting.
- Confirmation Form must be sent by the school to ACCS also.



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

Implementation of JC Framework

CL 24/2016 (ACCS Info Bulletin 11/16)

2.3. Phasing of Junior Cycle Reform

Subjects	Other areas	Introduced to 1st Year students in	First recorded on JCPA in
Phase 1: English		September 2014	Autumn 2017
Phase 2: Science and Business Studies		September 2016	Autumn 2019

Implementation of JC Framework

Subjects

Number of Subjects and Short Courses studied by Students

Students who commenced **Junior Cycle in 2014**

Subjects and short courses	<p>Students will:</p> <ul style="list-style-type: none">▪ study a range of subjects for certification through the JCPA <p><i>OR</i></p> <ul style="list-style-type: none">▪ study a range of subjects for certification and a maximum of 4 short courses for reporting through the JCPA
----------------------------	---

CSPE, SPHE and PE are requirements for all JC students



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

Implementation of JC Framework

Subjects

Number of Subjects and Short Courses studied by Students

Students who commenced **Junior Cycle in 2015** and students who will commence **Junior Cycle in 2016**

Subjects and short courses	<p>Students will:</p> <ul style="list-style-type: none">▪ study a maximum of 10 subjects for certification through the JCPA <i>OR</i>▪ study up to 9 subjects for certification and up to 2 short courses for reporting through the JCPA <i>OR</i>▪ study up to 8 subjects for certification and up to 4 short courses for reporting through the JCPA
----------------------------	---

CSPE, SPHE and PE are requirements for all JC students



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

Implementation of JC Framework

CPD

	Subject Specific CPD						Other CPD		
School year	English	Business Studies	Science	Gaeilge	Art, Craft and Design	Modern European Languages (x4)	Whole school	Short courses	L2LPs
2015/16	1 day	1 day	1 day				1 day	1 day	1 day
2016/17	1 day	1 day	1 day	1 day	1 day	1 day	1 day	1 day	1 day

(Note: JCT will also provide:

- Subject specific electives
- Ongoing online support, webinars, etc.)

Implementation of JC Framework

Assessment

Three elements

1. Classroom Based Assessment (CBAs)
2. Assessment Task
3. Final Examination



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

Classroom-Based Assessments

An tSraith Shóisearach do Mhúinteoirí
Junior **CYCLE**
for teachers

Autumn 2016 completion:

For work on and completion of task:

Friday 9th September – Friday 30th September

Teacher to assign provisional award by: **Wednesday 5th October**

SLAR meeting to be held by: **Friday 7th October**



Implementation of JC Framework

School Closures

School year	Days	Purpose
2015/16	1	<ul style="list-style-type: none">- Whole school planning/School Self Evaluation to support Junior Cycle implementation
2016/17	Up to 3	<ul style="list-style-type: none">- Whole school planning/School Self Evaluation to support Junior Cycle implementation- Other CPD activities delivered by JCT- Facilitation of elements of the professional activities and agreed professional time for English, Science and Business Studies teachers and other professional collaboration activities related to planning and delivering the junior cycle programme

Implementation of JC Framework

Management Resources

Enrolment	In-school weekly coordination hours
800 +	4 hours
600 – 799	3.3 hours
400 – 599	2.6 hours
< 399	2 hours



accs

Association of Community
and Comprehensive Schools

Cumann na Scoileanna Pobail
agus Cuimsitheacha

Implementation of JC Framework

Role of JC Coordinator

- Supporting the principal/deputy with planning, communication and substitution for teachers attending in-service.
- Scheduling of in-school CPD events and liaison with JCT in planning visits
- Overseeing the scheduling of and reporting from SLAR meetings
- Overseeing the new Classroom-Based Assessment (CBA) reporting procedures for subjects and for L2LPs and short courses to parents
- Organising administration of the Assessment Tasks and returning to the SEC.



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

Implementation of JC Framework

Junior Certificate School Programme

Schools that currently offer the Junior Certificate School Programme (JCSP) may continue to do so.

Timetabling

It should be noted that, for the 2017/18 and subsequent school years, all class periods must be of no less than 40 minutes duration and that class periods of less than 40 minutes duration may not be timetabled.



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

Who wants change?



Who wants *to* change?



Teaching Council Acts 2001- 2015:

Part 5, Fitness to Teach.

- Date of commencement: **25th July 2016.**
- **Purpose:** To deal with complaints about teachers brought to the Teaching Council
- **Types of complaint dealt with:**
 - Serious complaints about:
 - Professional misconduct;
 - Poor professional performance;
 - Engaging in conduct contrary to the Code of Professional Conduct;
 - Being medically unfit to teach;
 - A conviction for certain offences;
 - Failing to comply with Teaching Council Act; Education Act; Education Welfare Act;
 - Erroneous registration due to false or fraudulent declaration or misrepresentation.

Why a complaint won't be dealt with:

- Teacher not registered with the Teaching Council;
- The Investigating Committee believes complaint doesn't relate to 'fitness to teach';
- The school's disciplinary procedures haven't been exhausted;
- The matters being complained about took place before 25 July 2016.



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

What the Teaching Council can't do:

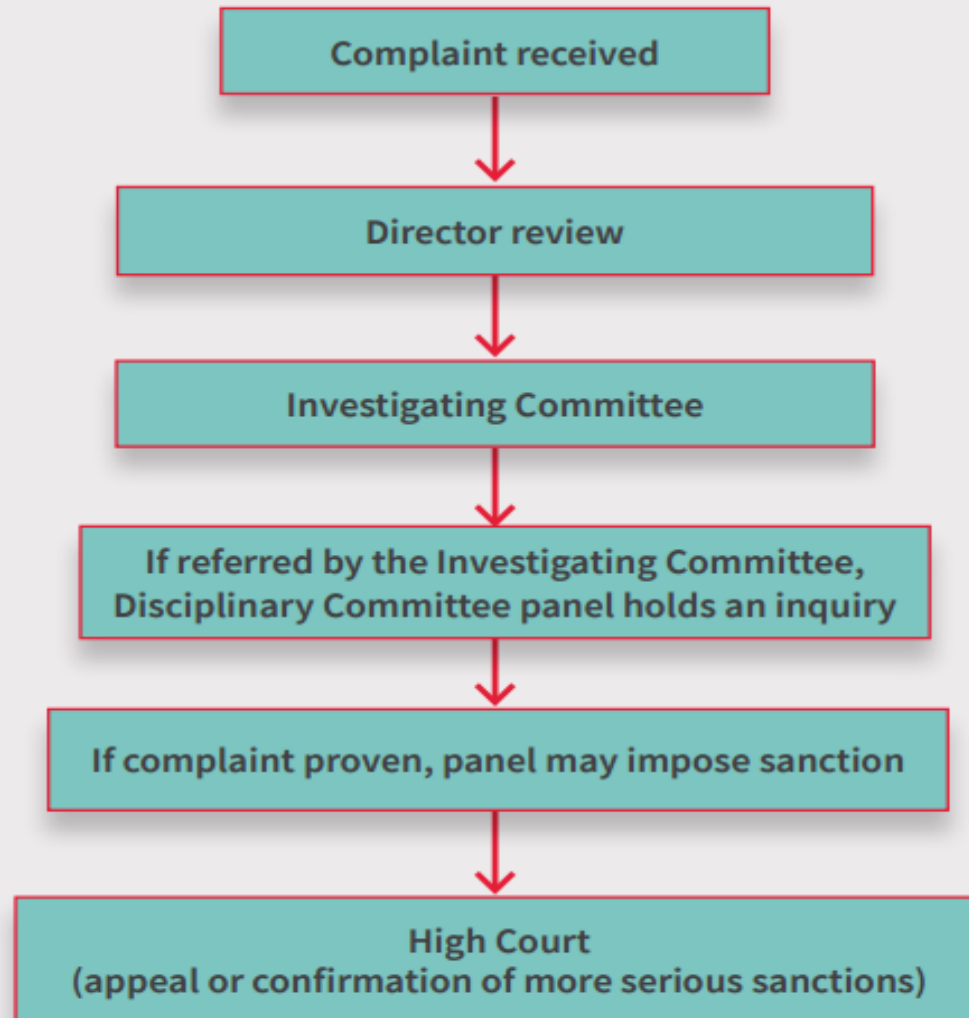
- Can't pay compensation or help complainant make a claim for compensation;
- Can't ask the school / teacher's employer to look into complaint;
- Can't ask the teacher's employer to speak to the teacher;
- Can't make the teacher apologise to the complainant;
- Can't give legal or professional advice or representation to complainant;
- Can't order a teacher to do something for complainant;
- **Can't consider a complaint before the school's disciplinary procedures (CL 60/09) have been exhausted unless there are 'good and sufficient reasons'**



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

The complaint process



accs

Association of Community
and Comprehensive Schools
*Cumann na Scoileanna Pobail
agus Cuimsitheacha*

The inquiry process:

- An inquiry will only take place if the **Director** decided to pass it on to the **Investigating Committee** and they passed it on to the **Disciplinary Committee**.
- It is the **Disciplinary Committee** who holds the inquiry.



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

The inquiry process detail:

- There is likely to be an **Oral Hearing** before the panel of the Disciplinary Committee (DC);
- This is very formal. Witnesses give evidence under oath;
- Oral Hearing may be in public or private. The DC will decide;
- The Director of the Teaching Council will be responsible for preparing & presenting the evidence to the DC;
- The Director is required to prove the complaint at the hearing;
- The Director will have solicitors helping him;
- The panel of the DC will decide whether complaint is proven and on which grounds;
- Complaints have to be proven 'beyond reasonable doubt'

Length of process:

- Decision of Investigating Committee(IC) within **six to nine months** about whether to proceed to the Discipline Committee;
- Disciplinary Committee hold an inquiry **within six months** of it being referred by the Investigating Committee;



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

School Situation re Fitness to Teach procedures

- School may be asked to provide information or produce documents, which may include any disciplinary files retained.
- Representative of the school may be called as a witness to an Oral Hearing with the DC;
- If TC believes that there is a reasonable concern that children or vulnerable persons are, or may be, at risk of harm, they will inform the school;
- When the Investigating Committee has finished considering a complaint, a copy of the ICs decision will be provided to the school;
- If there is an inquiry by the DC, the school will be informed of the outcome of the inquiry.



accs

Association of Community
and Comprehensive Schools

Cumann na Scoileanna Pobail
agus Cuimsitheacha

“The Fitness to Teach complaints process is about improving teaching, not punishing teachers”

(Mr Tomás Ó Ruairc, Director of the Teaching Council)



accs

Association of Community
and Comprehensive Schools

Cumann na Scoileanna Pobail
agus Cuimsitheacha

What should school do about Part 5, Fitness to Teach

- Emphasise that there is an agreed Complaints Procedure with teachers and parents and use it
- If teacher's conduct or competence is a cause of concern deal with it under CL 60/09 and get advice from ACCS
- Discuss Part 5, Fitness to Teach with teaching staff



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

First Cycle of SSE 2012 – 2016

CL 40/2016

The focus was on

- Literacy
- Numeracy
- One aspect chosen from teaching and learning

There was a need to produce 3 year improvement plans on each

Support for SSE:

- An Introduction to SSE of Teaching & Learning in Post-Primary Schools available at www.schoolself-evaluation.ie
- School Self-Evaluation Guidelines for Post-Primary Schools available
- PDST support



accs

Association of Community
and Comprehensive Schools

Cumann na Scoileanna Pobail
agus Cuimsitheacha 37

Second Cycle of SSE 2016-2020

CL 40/2016

- Teaching and learning continues to be the focus
- Assist in introducing and embedding relevant aspects of the Framework for Junior Cycle
- Schools should use the knowledge they have acquired in areas such as gathering baseline data, establishing meaningful targets, and whole-school implementation of actions.



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

SCHOOL SELF-EVALUATION, 2016-2020

Literacy and numeracy practices embedded, with regular review - 2016-2020

Assessment
practices

Investigation
year
2016/17

Implementation
year
2017/18

Consolidation
year
2018/19

Review
year
2019/20

Teaching and
learning the key
skills

-

Investigation
year
2017/18

Implementation
year
2018/19

Consolidation
year
2019/20

Engagement in
learning

-

-

Investigation
year
2018/19

Implementation
year
2019/20



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

Second Cycle of SSE 2016-2020

- Schools should select a minimum of two and a maximum of four aspects of teaching and learning as the focus for their self-evaluation process from 2016 to 2020
- Schools should maintain a brief record of their self-evaluation in the form of a short self-evaluation report and school improvement plan
- Once annually, boards of management should complete a policy and legislative checklist
- Each year, schools should create a very brief summary of the self-evaluation report and school improvement plan and communicate it to parents and the school community



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

Resources for SSE 2016 – 2020

- www.schoolself-evaluation.ie;
- www.jct.ie; whole school support;
- www.ncca.ie; key skills teaching toolkits
- www.curriculumonline.ie;



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

HR issues: POR appointments

- CL 25/16: Promotion & Appeal Procedure
 - Appeals online. **See Information Bulletin 17/16**
 - Programme Co-ordinator included in criteria now
- **Conduct annual monitoring of the Schedule of Posts.** (note ASTI directive re posts on schedule on 23rd November 2015)
- In-service on **15/09/16** in Mullingar Park Hotel
- Extension of Independent Panel for POR appointments



accs

Association of Community
and Comprehensive Schools
*Cumann na Scoileanna Pobail
agus Cuimsitheacha*

HR issues: Leave

- Handout for types of Leave
- Paternity Leave: CL 57/16 & CL 58/16 for teachers & SNAs
 - Two consecutive weeks paid leave
 - Date of birth on or after 1st September 2016
 - Take any time from date of birth to 26 weeks
 - Substitute teacher can be appointed
 - Teacher / SNA gives 4 weeks notice before commencement
 - Application Form with circular

HR issues: revised sequence for filling available hours for teachers. CL 59/16. (amending CL 34/09)

- **Permanent Posts:** (<95% of initial allocation)
- Offer a CID to a teacher who qualifies (> 2 yrs)
- Offer an enhanced CID (> 1 yr)
- Submit to redeployment
- Unassigned hours to longest serving part-time CID (curricular needs)

Fixed-term Hours:

- Unassigned fixed-term hours to part-time CID (curricular needs)
Longest serving CID first
- Then existing part-time fixed term teacher who is longest serving (CN)
- NB: “curricular needs” relate to subject requirements, the qualifications required for the post and timetable constraints.
- NNB: teachers who get initial CID or **enhanced** CID on basis of CL24/15 will be subject to redeployment.



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

Financial & Administrative Guidelines:

State Indemnity

- Revised document on the way. Will be renamed as a Governance document. (In-service 03/10/16: Role & Responsibilities of the Chairperson and Principal)
- **State Indemnity:**
 - **State Claims Agency** for: personal injuries and third party property damage
 - **DES for workplace relations cases** e.g. employment law, grievance/disciplinary procedures, harassment cases, equality cases, child protection cases. **New procedure:** inform ACCS in writing, ACCS works with school, ACCS submits to DES. **Notification Form to ACCS**



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

Protected Disclosures Policy

- Every school is required in law to have a policy
- The Board of Management should consider the Template policy and ratify at BOM meeting. NB: minute the ratification.
- Bring to staff for information.
- Training for Principal and Chairperson of BOM at In-service 03/10/16: Role & Responsibilities of the Chairperson and Principal



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

Further Education Providers

PLC

- The October Returns 2016 onwards for PLC Students will be made through the PLSS system
- SOLAS will forward returns to the DES who will continue to allocate staff and resources to schools



accs

Association of Community
and Comprehensive Schools
*Cumann na Scoileanna Pobail
agus Cuimsitheacha*

Charities Regulatory Authority

CRA



An Rialálaí Carthanas
Charities Regulator

- Post Primary Schools come within the terms of the Charities Act 2009, as they fall within the definition of an 'education body' and are legally required to apply for inclusion on the Register of Charities.
- 3747 PIN code emails issued to schools in April
- By the end of May 784 schools had completed and submitted their applications, and a further 841 were in draft form.
- All schools are asked to register as soon as possible



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha



- A very good User Guide for Post Primary Schools available on the CRA website
- DES have preloaded some information
- You are required to upload the Deed of Trust (available on the ACCS website)
- The Trustees of the Charity are the members of the school BOM and their names will appear on the Public Register of Charities
- An annual return will be required but schools will not have to submit accounts. A template is being developed for schools



ACCS ICT Schools Advisor

- ACCS' ICT Schools Advisor will focus on:
 - Assessing schools ICT capability
 - Advising on ICT projects in schools
- Each community & comprehensive school may avail of:
 - 1 full day's ICT consultation
 - An additional 2.5 hours of remote support (e.g email, phone).

The one day full consultation may be delivered in part days by arrangement with the individual school.



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

ACCS ICT Schools Advisor

Contact Details:

Deirdre Redmond

deirdre41.redmond@gmail.com

087 9327516



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha

Child Protection and Welfare of Children in Schools E-Learning Module

Child Protection and Welfare of Children in Schools



MENU

Welcome

Protection and Welfare of Children

Acceptable Conduct with Pupils

Types of Abuse

Assessment

Energy in Education



Promoting Energy Efficiency in Schools



energy **in** education
energy management guide for schools

Autumn 2016

Energy Management Courses

Tralee Education Centre

Tues 18th Oct 2016/Tues 15th Nov 2016, 4 - 7pm

Blackrock Education Centre

Wed 12th Oct 2016 /Wed 9th Nov 2016, 10am-13.30pm

Monaghan Education Centre

Tues 11th Oct 2016 /Tues 8th Nov 2016, 4 - 7pm

Kilkenny, Athlone and Sligo dates TBC

www.energyineducation.ie



accs

Association of Community
and Comprehensive Schools
Cumann na Scoileanna Pobail
agus Cuimsitheacha



2016