



## Operation of 2010/2011 Diocesan Redeployment Panels Dioceses of Kerry, Killaloe & Limerick

### 1. Advertising

- Permanent teaching positions, with the exception of Principal Teacher, commencing in the 2010/11 school year should not be advertised after Friday 12th March 2010.
- Permanent teaching posts, with the exception of Principal Teacher, commencing in the 2009/10 school may not be advertised after the 1st of May 2010. These vacancies must in the first instance be filled on a Fixed Term Contract basis until the end of the 2009/10 school year, and are subject to permanent appointment via the Panel (appointment commencing at the start of the 2010/11 school year).

### 2. Notification of Vacancies

As of Monday 15th of March 2010 schools are required to notify any permanent vacancies (for the 2010/11 school year) within 7 days of becoming aware of the vacancy to St. Senan's Education Office.

Notification should be in writing via post or email, or alternatively schools may use the online form on [www.stsenansed.ie](http://www.stsenansed.ie).

When notifying us of vacancies we kindly request that you include the following information:

- School name, roll no., address, tel. no. & email.
- Names of Principal Teacher & BOM Chairperson
- Type of post(s) (e.g. Mainstream, RT, LS/RT, etc.)
- Number of posts.
- Contact details for person(s) responsible for coordinating the selection/appointment process.

*Please forward vacancy information to:*

St. Senan's Education Office,  
Social Service Centre,  
Henry Street,  
Limerick.  
Email. [joan@ldo.ie](mailto:joan@ldo.ie) / [gwen@ldo.ie](mailto:gwen@ldo.ie)  
Tel. 061 317742

Or alternatively please go to [www.stsenansed.ie](http://www.stsenansed.ie) and complete the online vacancy registration form.

### 3. Distribution of the Panel List

The list of panel teachers will be emailed to the person responsible for coordinating the selection/appointment process 3 days after receipt of the list from the DES (it is anticipated that the lists will be received from the dept. at some point during the week commencing the 22nd March '09). General information on the number of teachers on the panel will be communicated on [www.stsenansed.ie](http://www.stsenansed.ie).



#### 4. Availability of School Vacancies List

- Panel teachers will be able to access information on the vacancies in their diocese via a secure area on [www.stsenansed.ie](http://www.stsenansed.ie)
- A user name & password will be emailed to panel teachers 3 days after receipt of the panel list from the DES. It is the responsibility of the panel teacher to ensure that they have submitted accurate contact information to the dept. Panel teachers who have not received an email from this office within 3 days of the panel lists becoming available should contact Joan McGowan on 061 317742, [joan@ldo.ie](mailto:joan@ldo.ie).

#### 5. Period of Operation

- The DES has specified a 3 week timeframe, ending on Friday 23rd of April, during which schools with vacancies must interact with teachers on the panel.
- The panel will remain in operation until such a time as St. Senan's Education Office on behalf of the Diocesan Education Secretary advises otherwise.
- When a board fills a vacancy from the panel St. Senan's Education Office should immediately be notified in writing.

#### 6. Failure to Comply:

- Should a board fail to comply with the panel arrangements the sanctions as detailed in circular 02/2009 will be applied by the DES.

#### Notes:

(a.) Due to the additional steps to the operation of the panel as a result of circular 02/2009, namely the distribution of the list of vacancies to teachers on the panel, the following scenario has been created.

*A teacher on the panel may contact a school with a listed vacancy. How should the school proceed with the appointment process in this instance?*

St. Senan's Education Office recommends that schools who find themselves in this position should conduct interviews for the available listed vacancy/vacancies. Every panel member that has contacted the school prior to the commencement of the selection process should be invited to attend for interview. Interview panels and formats should operate as normal

(b.) A board with a vacancy for the 2010/11 school year should before proceeding to the redeployment panel ensure that it does not currently employ a teacher who has qualified for a contract of indefinite duration (CID). If a teacher with a CID is a member of staff the board has an obligation to offer the permanent post to that teacher in the first instance.

***All contact regarding the diocesan redeployment panels should be directed to:***

Joan McGowan, St. Senan's Education Office, Tel. 061 317742 Email [joan@ldo.ie](mailto:joan@ldo.ie)

Further information on the operation of the redeployment panels can be found at [www.stsenansed.ie](http://www.stsenansed.ie)