

**Application for Projected Enrolment Post**

<b>School Name</b>	<b>Roll Number</b>
<b>School Address</b>	<b>Phone No</b>
<b>School email</b>	

The projected enrolment figure for 30 September 2024 is: \_\_\_\_\_

**Declaration**

The above information is based on the number of pupils who have enrolled in the school for September 2024.

\_\_\_\_\_  
Principal

\_\_\_\_\_  
Chairperson B.O.M. / CEO ETB

Date \_\_\_\_\_ Contact No.: \_\_\_\_\_

Date \_\_\_\_\_ Contact No.: \_\_\_\_\_

Boards of Management / ETBs and Principal Teachers are reminded about the importance of ensuring the accuracy of enrolment returns to the Department. They have a responsibility to immediately notify the Department of any error or irregularity in their enrolment returns. The Department's standard policy for cases that involve any deliberate overstatement of enrolments is to refer them to An Garda Síochána.

Return this form by **29 February 2024** to:  
Primary Teacher Allocations Section, Department of Education, Cornamaddy, Athlone, Co. Westmeath N37 X659

For official use only

Control Group: \_\_\_\_\_

Enrolment 30/9/2023: \_\_\_\_\_ Mainstream Staffing 2023/24: P+ \_\_\_\_\_

Projected enrolment 30/9/2024: \_\_\_\_\_ Mainstream Staffing 2024/25: P+ \_\_\_\_\_

No. of Projected Enrolment Posts provisionally approved: \_\_\_\_\_ Minimum enrolment required: \_\_\_\_\_

Sanction sought from SCAS on: \_\_\_\_/\_\_\_\_/\_\_\_\_ Signature: \_\_\_\_\_