An Roinn Oideachais
agus Óige
Department of
Education and Youth

Subject: Reminder of Next Steps Following the Primary School Survey

Dear Board of Management Chairperson and Principal,

Thank you for your school's participation in the Primary School Survey. We are writing to remind you of the next steps that your school should take. Please refer to the enclosed 'Guidance on engaging with your community' for guidance on the steps which should be undertaken in September and October 2026.

Action 1: Share the Survey Results and information

Have you shared your school survey results with your school community? If you have, thank you. If not, please do so as soon as is possible.

The results were provided to your school through ESiNet, along with information on possible next steps.

The department has published key steps guides at the following link: https://www.gov.ie/en/department-of-education/publications/guides-for-schools/. Please share the key steps guide with your school community.

Action 2: Gather Feedback during September and early October 2026

Please put a clear process in place to collect feedback from your school community (parents, guardians, staff, your local community, including parents of incoming pupils). Please read and follow the enclosed guidance, aimed at helping schools plan their community engagement.

Action 3: Board of Management Meeting in October 2026

In October 2026, hold a special Board of Management meeting to:

- Review all feedback received.
- Decide whether the school wishes to explore a change in configuration.

If the direction for your school is unclear, or you are not sure how to proceed, please refer to page 4 of the enclosed guidance, which provides possible options for your school.

Bóthar Phort Laoise, An Tulach Mhór, Co. Uíbh Fhailí, R35 Y2N5
Portlaoise Road, Tullamore, Co. Offaly R35 Y2N5
www.gov.ie/education www.gov.ie/primaryschoolsurvey
schoolsurvey@education.gov.ie

Action 4: After the Board Meeting

If the Board decides to explore a change in configuration:

- Inform your Patron by your usual communication mechanism and the Department of Education and Youth by completing the 'Expression of Interest' form https://forms.cloud.microsoft/e/f6cjtc5in7.
- Inform your school community.
- Decide whether to participate in the first implementation phase from September 2027 or at a later date.

The department is sending a PIN to your school, which the Chairperson should include in the Expression of Interest form when submitting it to the department.

Completed Expression of Interest forms to request to be included in the first group of schools should be submitted to the department by **31 October 2026**.

If the Board decides not to explore a change in configuration at this time:

- Inform your Patron.
- Communicate the decision to parents/guardians, staff, the Parents' Association, Student Council and the wider community.
- You should also set out clearly the reasons why no change is proposed.

Online Information Sessions

The Department will host additional online information sessions during September 2026 to support schools through this process.

Principals and Chairpersons who have not yet attended a session are encouraged to do so.

Dates: [14 September] [18 September] [22 September] [24 September]

Please complete the registration form: https://forms.cloud.microsoft/e/YCrsNK2ur8 and an invitation will be sent to you.

Key Resources

Survey results, guidance documents and supporting materials are available at:

www.gov.ie/PrimarySchoolSurvey

Short key steps guides are also available from this link. Please share the key steps guides with your school community.

These resources are designed to support Boards of Management in sharing results and engaging openly with parents, staff, patrons and the wider community.

This work presents an opportunity for schools to consider their future and how they can best support the educational needs of their pupils, parents and local community. We strongly encourage schools to carefully consider this opportunity. The department is committed to increasing the number of schools which teach through Irish and to also increase the number of multi-denominational schools in order to provide greater diversity of choice to meet parental demand.

The department has designed the implementation process to be clear, structured, and not to impact the day-to-day running of the school. If your school expresses an interest to change the department will assign a dedicated contact, to support you through the process. A range of additional supports will also be made available to assist you. Please refer to the key step guides at https://www.gov.ie/en/department-of-education/publications/guides-for-schools/ on the process for schools which request to be included in the first group.

If you have any queries regarding this process, please contact the department at schoolsurvey@education.gov.ie.

Thank you for your cooperation and engagement with this important process.

Yours sincerely,

Dermot Brown, Principal Officer

Reconfiguration and Schools Property Management Section

Department of Education and Youth