Frequently Asked Questions – Part-time teaching posts to cover NCSE approved resource hours 2012/13 school year

This document should be read in conjunction with Department Circular 0007/2012.

1. Who should complete Form Resource 2012?

This form should only be completed by those schools that are unable to access their NCSE approved resource hours from the network of over 2,500 full-time Resource Base posts already allocated to either their school (if any) and to neighbouring schools.

Click here for an updated list of the 1687 schools that have been allocated over 2,500 full-time resource base posts.

Prior to submitting an application form you are required to contact at least 5 of the nearest schools that have been allocated resource base posts to see if they have any available surplus capacity.

2. Can schools make a joint application for a full-time resource post to cover their NCSE approved allocation?

Yes, provided no school with a base post(s) within the neighbouring area has any available surplus capacity within these posts to cover the approved NCSE allocation. In such circumstances the Department will allocate full-time shared fixed term (temporary) resource posts to successful applicant schools. These posts will automatically cease at the end of the 2012/13 school year.

3. What should I do if my school has a part-time CID holder?

If you have not already done so and in order to enable this CID holder to remain on payroll, you must now notify the Department (Primary Allocations Section) of the number of part-time hours in the CID contract using the following e-mail address:

primaryallocations@education.gov.ie

The part-time CID hours will be added to those of any base post(s) in your school to determine your school's total resource base hours. These hours must then be used to cover your school's NCSE approved allocation and any surplus capacity must be made available to neighbouring schools to cover their NCSE approved allocation or part thereof.