

An Roinn Oideachais agus Eolaíochta,
Com a Madadh,
Baile Atha Luain,
Co. na hIarmhí.



Department of Education and Science,
Comamaddy,
Athlone,
Co. Westmeath

Circular 0011/2009

To: The Managerial Authorities of Community & Comprehensive Schools and the Chief Executive Officer of each Vocational Education Committee

Re: Holders of Contracts of Indefinite Duration

Following discussions at the Teachers Conciliation Council, it has been agreed that with effect from the commencement of the 2009/10 school year, a qualified post primary teacher

- a) who is employed by a recognised Community & Comprehensive School or Vocational Educational Committee and
- b) has a Contract of Indefinite Duration for 18 hours or more per week and
- c) agrees in writing to be timetabled up to 22 hours per week

may be timetabled and paid for 22 hours per week.

Form H 22 is attached for completion. This form must be returned to the Department/VEC to enable qualifying teachers have their salary adjusted.

The additional hours that may be awarded to any such CID holder must come from the schools/VEC's allocation.

Enquiries in relation to this letter should be referred to Post Primary Teacher Allocations Section, Department of Education and Science, Comamaddy, Athlone. Enquiries may also be e-mailed to allocations@education.gov.ie

Anne Killian
Principal Officer
Post Primary Teachers Section
March 2009

[Download Form H 22](#) (File Format Word 35KB)

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MA/TCO	Buildings Officer

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Department of Education and Science,
Cornamaddy,
Athlone,
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Form H 22

School Roll Number _____

School Name _____

I (name) _____ being the holder of a Contract of Indefinite Duration of **18 or more** hours agree to be timetabled up to 22 hours per week in accordance with Circular 0011/2009.

Signed _____ Teacher _____ Date _____

Signed _____ Principal _____ Date _____

This Form to be returned to Department of Education and Science, Post Primary Teacher Allocations Section, Athlone, Co. Westmeath for all Community and Comprehensive schools and to Vocational Educational Committee headquarters in the case of VEC schools.