

BOARD OF MANAGEMENT POLICY ON JOB-SHARING AND CAREER BREAKS

The Board of Management recognises that Job-Sharing and Career Breaks are schemes negotiated between the managerial bodies, the D.E.S. and the unions representing the staff.

Currently Job-Sharing is governed by CL 18/98 and CL 20/99. Career Breaks are governed by CL 0010/2011. All applications for Job-Sharing and Career Breaks will be governed by the active DES guidelines at the time. It should be noted that the applications must be made to the Board of Management prior to 1st February each year.

The Board will place the welfare and educational needs of the pupils ahead of all other considerations when deciding to grant job-sharing and/or career breaks.

A key consideration in approving an application for Job-Sharing or Career Breaks will be the capacity of the school to secure a qualified replacement teacher and thereby secure the integrity of the school's curriculum.

While ensuring equitable timetabling arrangements for the staff as a whole, the timetable arrangements for Job-Sharing teachers should be designed within the spirit of the scheme to facilitate the teacher as far as is practicable.

In the case of Job-Sharers the board cannot guarantee a specific timetable for Job-Sharers other than he/she will be required to teach eleven hours per week.

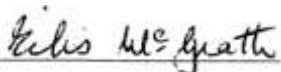
Job-Sharers will be required to be present for staff meetings, Parent/Teacher meetings etc.

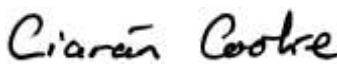
In the interests of equity and fairness vis-à-vis colleagues who may wish to avail of the scheme, no one job-sharer may expect to job-share indefinitely.

The Board of management reserves the right to review or amend this policy in accordance with the needs of the school. Amendments made shall be known to staff by 1st February and shall relate to the following school year.

Ratified by the Board of Management of St. Mary's Secondary School January, 2006

Reviewed: 21/04/15

Signed: 
Chairperson Board of Management

Signed: 
Principal

Date of next review: April 2017