

## **Scoil an Spioraid Naoimh, Tara Road, Bettystown, Co Meath A92XK64**



### **Policy re Career Breaks for Teachers**

A permanent member of the teaching Staff of Scoil an Spioraid Naoimh may apply for a Career Break, or other forms of leave, as per the conditions set out in Circular 12/98 and the accompanying booklet.

While referring to this Circular, an application for a Career Break and other forms of long-term Leave (see separate policy re Job Sharing), will be examined under the additional points laid out in this policy:

1. As a general principle every effort will be made by the BOM to facilitate applications for Career Breaks and other forms of Leave from members of the teaching staff.
2. While recognising a teacher's desire to take Leave for whatever reason, it will be recognised that the welfare and educational needs of pupils shall take precedence over all other considerations.
3. Should a teacher wish, the reason for taking Leave need only be made known to the Principal/DP and/or Chairperson of the Board of Management.
4. The maximum number of teachers on Leave (including Career Break, Exchange, and Leave of Absence, Study Leave, Job Sharing and Secondment) in any school year shall not exceed 1/3 of the staff. Exceptions to this quota may be made where specific personal/family circumstances prevail.
5. Where the number of applications for any form of long-term Leave (including the extension of existing arrangements) exceed the available quota, such applications will be considered on their merit by the Principal, Chairperson and one external assessor, appointed with the agreement of those involved. In the event of this happening, the assessment process will be agreed in detail by the people involved.