

Policy on Career Breaks

The Board of Management of Coláiste an Chroí Naofa welcomes in principle the Career Break Scheme outlined in the Department of Education and Science Circular (22.99).

1. The welfare and education needs of the students will take precedence over other considerations.
2. Any eligible member of staff who wishes to be considered for the career break scheme must make an application to the Board of Management on or before the 1st March of the school year preceding that which the application refers.
3. A career break agreement shall be entered into for one year. A person on career break who wishes to be considered for an extension of another year must make an application to the Board of Management on or before March 1st of the school year preceding that to which the extension refers.
4. The number of teachers allowed to participate in the career break scheme in any one year shall not exceed 10% of the permanent teaching staff. The Board of Management shall carefully consider how the granting of request might affect the standards and continuity in particular subject departments and subject provision within the overall curriculum.
5. A career break agreement will not exceed one year and may be extended at the discretion of the Board. In the interest of equity and fairness vis a vis colleagues who wish to avail of the scheme, no one person on career break may expect to be on career break indefinitely. To facilitate the curricular needs of the school the availability of a suitable replacement teacher is essential.
6. Each application shall be examined by the Board of Management in the light of this policy. The following shall be considered only in exceptional circumstances:
 - The granting of a request in excess of the specified number
 - A late application.
7. Post of Responsibility arrangements during the period of career break must be in accordance with the rules of the Board of Management.
8. The Board of Management reserves the right to review or amend this policy in accordance with the needs of this school. Amendments shall be made known to staff by February 1st and shall relate to the following year.
9. Application forms available from Secretary.

Date of Review: _____

Signed by Chairperson: _____

Date: _____