An Roinn Oideachais agus Scileanna
Rannog Oideachais Speisialta
Cor na Madadh
Átha Luain
Co. na hlarmhí

Department of Education and Skills
Special Education Section
Cornamaddy
Athlone
Co. Westmeath

AN ROINN OIDEACHAIS AGUS SCILEANNA | DEPARTMENT OF EDUCATION AND SKILLS

Circular No. 0010/2012

Circular to the Management Authorities of Secondary, Community and Comprehensive Schools and the Chief Executive Officers of Vocational Education Committees on Revised Arrangements for the Provision of Resource Teaching Supports for the 2012/13 school year.

1. Resource Teaching Support

The overall allocation of Resource Teacher support for the 2012/2013 school year is being maintained at the same level as for 2011/2012. All of the available Resource Teacher posts will be allocated over the school year – providing there are sufficient valid applications.

An Employment Control Framework (ECF) has been agreed for the Department of Education and Skills (DES) for the period 2011 to 2014 as a measure to control public sector numbers and the public sector pay bill. Successful implementation of these controls forms a vital component of compliance with the EU/IMF Agreement of Financial Support for Ireland.

Accordingly, last year the Department of Education and Skills put in place new arrangements to manage the Resource Teaching allocation process and to allocate the resources in a more phased way, to take account of demand and to ensure that the terms of the ECF were not breached. These arrangements were set out in DES Circular 0037/2011.

The purpose of this Circular is to inform Post Primary schools of the Resource Teaching arrangements which will apply for Post Primary schools for the 2012/13 school year.

These arrangements are being put in place following consultation between the DES and Post Primary School Management bodies. They are also being put in place pending further consideration by the DES and the Management Bodies as to how a permanent allocation of Resource Teaching support might be made to Post Primary schools for children with High Incidence special needs in future years. It is intended that this work will be completed in advance of the 2013/14 school year.

The main elements of the arrangements for the 2012/13 school year being outlined in this Circular are:

(i) All second level schools have been given earlier certainty on the bulk of their allocations for resource hours for the coming school year through an initial allocation in January based on 70% of their resource allocation as at 31st December, 2011. The balance of each school's approved resource hours will be allocated when the NCSE application process is concluded and taking into account the criteria set out below in (ii) to (iv) below.

(ii) In addition this year, in order to reduce the administrative burden on schools, the need for Post Primary schools to submit applications and assessments for High Incidence Resource Teaching hours is being dispensed with (other than for schools which have no current High Incidence allocation). In May of this year, Post-Primary schools will be given an allocation for High Incidence Resource Teaching equating to 95% of their High Incidence Resource Teaching hours allocations as at 31st December, 2011. There will therefore not be a requirement for schools to have assessments conducted for entrants with High Incidence needs. The High Incidence allocations to these schools will then be maintained at this level for the duration of the 2012/13 school year.

(iii) The remaining 5% of Resource Teaching hours for Post-Primary High Incidence Needs will be retained by the NCSE in order that they may allocate them to schools, including new schools, which do not currently have any such allocation.

(iv) The NCSE will continue to process individual Resource Teaching applications from Post Primary schools for Low Incidence special educational needs, based on assessments.

Should there be any unallocated remainder from the retained 5% for Post Primary High Incidence, it may also be used for Low Incidence Needs pupils, providing there are sufficient valid applications.

(v) Schools are asked to submit all applications for Resource Teaching support for the 2012/13 school year to the NCSE by 16th March, 2012.

(vi) Following consideration of all of the applications for Low Incidence Resource Teaching hours received by the NCSE, including current pupils and new applications, allocations will be made to schools for Low Incidence hours, in the context of ECF obligations, and taking into account the number of valid applications received.

The final allocation for schools will be determined on the basis of 95% of their existing High Incidence allocation plus the allocation of Low Incidence teaching hours for new and existing pupils.

(vii) Schools will be informed of their overall Resource Teaching allocations in May.

2. Supporting Circular

This circular should be read in conjunction with:

- DES: Reform of the Teacher Allocation Process which is available at: http://www.education.ie/en/Schools-Colleges/Services/Teacher-Allocations-Staffing/Teacher-Allocation/Teacher-Allocation-Reform-Measures.pdf
- Circular 0009/2012: Staffing arrangements in post primary schools for the 2012/13 school year
- NCSE Circular 01/12: Submission of applications for resources for the 2012/13 school year

- Circular 37/2011: Revised Arrangements for the Provision of Resource Teaching Supports for the 2011/12 school year
- Circular PPT 01/05: The National Council for Special Education
- Circular 08/02: Applications for full-time or part-time resource teacher support to address the special education needs of children with disabilities
- SP ED Circular 02/05: Organisation of teaching resources for pupils who need additional support in mainstream primary schools.

3. Background

Resource Teaching hours are allocated to schools by the NCSE, in accordance with DES criteria, for students requiring additional educational support based on assessed levels of special educational need and based on disability categorisation. The additional hours sanctioned for resource teaching may be combined into full or part time posts.

Resource Teaching Hours which are provided for children with learning difficulties that fall into the mild/ borderline mild range of learning difficulty or for specific learning disability are referred to as ' High-Incidence ' resource hours due to the high incidence or prevalence of this level of special educational need among the general population.

'Low Incidence' Resource Teaching hours are provided for children with more complex special educational needs which have a lower level of prevalence among the population such as physical disability or moderate general learning disability. The disability categories are set out in Circular 08/02, while the breakdown of high and low incidence special needs are detailed in SP ED Circular 02/05.

4. Initial allocation for 2012/13

Post Primary schools are being given earlier certainty on the bulk of their allocations for resource hours for the coming and future school years through an initial allocation in January of each year based on 70% of their existing current allocation (i.e. the initial allocation for 2012/13 school year is based on 70% of the approved allocation for 2011/12

school year as at 31st December 2011). Post Primary schools have now been informed of their initial (70%) allocation for the 2012/13 school year.

This new arrangement, which commenced in January 2012, forms part of the initial overall allocation for each school for the 2012/13 school year. The balance of each school's approved resource hours for 2012/13 school year will be allocated when the NCSE process is concluded.

5. High Incidence Hours

A General Allocation Model (GAM) has been in place for primary schools since 2005. Children who enrolled in primary school since then have not been required to have assessments for High Incidence special needs in primary schools, as resources were automatically provided to schools under the GAM.

These pupils are now increasingly transferring from primary to post primary schools without assessments. Post Primary schools will not therefore be aware of children with High Incidence needs until these needs become apparent over time and then, as there is currently no post primary GAM, schools would normally need assessments to access supports.

The existing resource allocation model is now being adjusted so that supports can be put in place quickly without the need for individual applications and assessments being required in each instance and thus reducing the administrative burden on schools.

There will be no overall reduction in the number of Resource Teaching hours being allocated to schools in 2012/13.

High Incidence Resource Teaching hours may be combined with the learning support allocations in each school to provide a learning support/resource teaching service to all pupils with High Incidence special educational needs, general learning support needs and language support. At Post Primary level language support and learning support is currently being amalgamated, as set out in DES Circular 0009/2012: Staffing arrangements in post primary schools for the 2012/13 school year

6. Guidelines for Schools

Schools should refer to DES guidelines: Inclusion of Pupils with Special Educational Needs Post Primary Guidelines; the National Psychological Services Continuum of Support Guidelines; and NCSE Guidelines on the Individual Education Plan process.

Circular SP.ED 08/02 also sets out that the post of Resource Teacher is an additional post allocated to assist a school in providing an education which meets the needs of children assessed on the basis of individual need as having special educational needs arising from disability. Meeting the needs of such children is a whole school effort and not the responsibility of resource teachers alone because these children are fully integrated into a mainstream school and will spend most of his/her time with a mainstream teacher.

The NCSE is being authorised to allocate Resource Teaching support to schools on the basis set out in this Circular.

If you have any queries with regards to this circular please contact Special Education Unit on - 090-648 3747

This circular can be accessed on the Department's website www.education.ie

Jim Mulkerrins
Principal Officer
Special Education Unit

24th February, 2012

An Roinn Oideachais agus Scileanna
An Rannóg Oideachais Speisialta
Cor na Madadh
Baile Átha Luain
Co. na hIarmhí

An Roinn Oideachais agus Scileanna
An Rannóg Oideachais Speisialta
Corr na Madadh,
Baile Átha Luain,
Co. na hIarmhí.

AN ROINN OIDEACHAIS AGUS SCILEANNA | DEPARTMENT OF EDUCATION AND SKILLS

Imlitir Uimh. 0010/2012

Imlitir chuig Údaráis Bhainistíochta na Meánscoileanna, na bPobalscoileanna agus na Scoileanna Cuimsitheacha agus chuig Príomhfheidhmeannaigh na gCoistí Gairmoideachais maidir le Socruithe Athbhreithnithe i ndáil le Soláthar Tacaíochtaí Teagaisc Acmhainne don scoilbhliain 2012/13.

1. Tacaíocht Teagaisc Acmhainne

Beidh an leithdháileadh foriomlán tacaíochta Teagasc Acmhainne don scoilbhliain 2012/13 ar aon dul leis an leithdháileadh sa bhliain 2011/2012. Leithdháilfear gach post Múinteoir Acmhainne atá ar fáil i gcaitheamh na scoilbhliana – ach dóthain iarratas bailí a bheith faighte.

Comhaontaíodh Creat Rialaithe Fostaíochta (ECF) don Roinn Oideachais agus Scileanna (DES) don tréimhse 2011 go 2014 mar bheart chun smacht a choiméad ar an líon foirne san earnáil phoiblí agus ar bhille pá na hearnála poiblí. Cuid riachtanach de chomhlíonadh Chomhaontú an AE/IMF ar Thacaíocht Airgeadais d'Éirinn is ea na rialuithe sin a bheith curtha i bhfeidhm go rathúil.

Dá réir sin, chuir an Roinn Oideachais agus Scileanna socruithe nua i bhfeidhm anuraidh chun an próiseas leithdháilte Teagasc Acmhainne a bhainistiú agus chun acmhainnní a leithdháileadh ar shlí níos céimnithe, le haird a thabhairt ar éileamh agus lena chinntiú nach sárófaí téarmaí an ECF. Leagadh amach na socruithe sin in Imlitir na Roinne 0037/2011.

Is é cuspóir na hImlitreach seo iar-bhunscoileanna a chur ar an eolas i dtaobh na socruithe maidir le Teagasc Acmhainne a bheidh i réim in iar-bhunscoileanna sa scoilbhliain 2012/13.

Tá na socruithe seo á gcur i bhfeidhm tar éis comhairliú idir an Roinn agus comhlachtaí bainistíochta na n-iar-bhunscoileanna. Tá siad á gcur i bhfeidhm, leis, ar feitheamh ar bhreithniú eile ón Roinn agus ó na comhlachtaí bainistíochta maidir le conas a d'fhéadfaí leithdháileadh buan de thacaíocht Teagasc Acmhainne a chur ar fáil feasta d'iar-bhunscoileanna ina bhfuil leanaí a bhfuil riachtanais speisialta ardmhinicíochta acu. Tá ceaptha an obair sin a bheith tugtha chun críche roimh thús scoilbhliain 2013/14.

Seo a leanas príomheilimintí na socruithe don scoilbhliain 2012/13 atá á leagan amach san Imlitir seo:

(i) Fuair gach iar-bhunscoil cinnteacht níos luathe sa bhliain maidir le formhór na leithdháiltí d'uaireanta acmhainne don scoilbhliain romhainn i bhfoirm leithdháileadh tosaigh i mí Eanáir, bunaithe ar 70% dá leithdháileadh acmhainní amhail ar an 31 Nollaig 2011. Leithdháilfear an chuid eile d'uaireanta acmhainne formheasta gach scoile ar chríoch phróiseas an NCSE (An Chomhairle Náisiúnta um Oideachais Speisialta), ag cur na gcritéar atá leagtha amach in (ii) go (iv) thíos san áireamh.

(ii) Lena chois sin i mbliana, chun ualach riaracháin na scoileanna a laghdú, ní gá a thuilleadh d'iar-bhunscoileanna iarratais agus measúnuithe a sholáthar d'uaireanta Teagaisc Acmhainní ardmhinicíochta (seachas i gcás scoileanna nach bhfuil aon leithdháileadh ardmhinicíochta acu i láthair na huaire). I mBealtaine na bliana seo tabharfar leithdháileadh Teagaisc Acmhainne ardmhinicíochta d'iar-bhunscoileanna a bheidh cothrom le 95% dá leithdháileadh uaireanta Teagaisc Acmhainne ardmhinicíochta ag an 31 Nollaig 2011. Mar sin ní gá do scoileanna measúnaithe a chur á ndéanamh i gcás daltaí nua a bhfuil riachtanais ardmhinicíochta acu. Coimeádfar leithdháiltí ardmhinicíochta na scoileanna sin ag an leibhéal seo ar feadh scoilbhliain 2012/13.

(iii) Coimeádfaidh an NCSE an 5% eile d'uaireanta Teagaisc Acmhainne do riachtanais ardmhinicíochta in iar-bhunscoileanna chun iad a leithdháileadh ar

scoileanna, scoileanna nua ina measc, nach bhfuil aon leithdháileadh acu i láthair na huaire.

(iv) Leanfaidh an NCSE d'iarratais aonair ar Theagasc Acmhainne a phróiseáil ó iar-bhunscoileanna maidir le riachtanais speisialta oideachais ísealmhinicíochta, bunaithe ar mheasúnuithe.

Muna leithdháiltear gach cuid den 5% coimeádta do riachtanais ardmhinicíochta in iar-bhunscoileanna, d'fhéadfaí an fuílleach a úsáid do dhaltaí a bhfuil riachtanais ísealmhinicíochta acu, ach dóthain iarratas bailí a bheith faighte.

(v) Iarrtar ar scoileanna gach iarratas ar thacaíocht Teagaisc Acmhainne don scoilbhliain 2012/13 a sheoladh chuig an NCSE roimh an 16 Márta 2012.

(vi) Tar éis na n-iarratas ar fad ar uaireanta Teagaisc Acmhainne ísealmhinicíochta a bheith faighte ag an NCSE, lena n-áirítear daltaí ratha agus iarratais nua, leithdháilfear uaireanta ísealmhinicíochta ar scoileanna, i bhfianaise oibleagáidí an ECF, agus líon na n-iarratas bailí a bheidh faighte.

Cinnfear leithdháileadh deiridh na scoileanna ar bhonn 95% dá leithdháileadh reatha ardmhinicíochta móide leithdháileadh uaireanta teagaisc ísealmhinicíochta do dhaltaí nua agus do dhaltaí atá cláraithe cheana féin.

(vii) Cuirfear a leithdháiltí foriomlána Teagaisc Acmhainne in iúl do na scoileanna i mBealtaine.

2. Imlitir Thacaíochta

Ba cheart an ciorclán seo a léamh i gcomhar le:

- An Roinn Oideachais agus Scileanna: Athchóiriú an Phróisis Leithdháilte Múinteoirí a gheofar ag: http://www.education.ie/servlet/blobservlet/ta_teacher_allocations_reform_measures_2011.pdf

- Imlitir 0009/2012: Socruithe Foirne sna hIar-Bhunscoileanna sa scoilbhliain 2012/13
- Imlitir 01/12 an NCSE: Iarratais a dhéanamh ar acmhainní don scoilbhliain 2012/13
- Imlitir 37/2011: Socruithe Athbhreithnithe do Sholáthar Tacaíochtaí Teagaisc Acmhainne don scoilbhliain 2011/12
- Imlitir PPT 01/05: An Chomhairle Náisiúnta um Oideachas Speisialta (NCSE)
- Imlitir 08/02: Iarratais ar thacaíocht teagaisc acmhainne lánaimseartha nó páirtaimseartha chun freastal ar riachtanais speisialta oideachais leanaí atá faoi mhíchumas
- Imlitir SP ED 02/05: Eagrú acmhainní teagaisc do dhaltaí a dteastaíonn tacaíocht bhreise uathu i mbunscoileanna príomhshrutha

4. Cúlra

Déanann an NCSE uaireanta Teagaisc Acmhainne a leithdháileadh ar scoileanna de réir chritéir na Roinne Oideachais agus Scileanna, ar mhaithe le daltaí a dteastaíonn tacaíocht oideachais bhreise uathu, bunaithe ar leibhéil riachtanas speisialta oideachais agus bunaithe ar an gcatagóir míchumais. Leanann poist lánaimseartha nó páirtaimseartha as na huaireanta breise a cheadaítear do theagasc acmhainne.

Uaireanta Teagaisc Acmhainne ardmhinicíochta a thugtar ar uaireanta Teagaisc Acmhainne a chuirtear ar fáil do leanaí a bhfuil riachtanais foghlama acu a aicmítear mar dheacrachtaí foghlama éadroma/teorann éadroime nó a bhfuil míchumas sainiúil foghlama acu, toisc a airde nó a leitheadaí atá minicíocht an leibhéal riachtanas speisialta oideachais seo sa daonra i gcoitinne.

Cuirtear uaireanta Teagaisc Acmhainne ‘ísealmhinicíochta' ar fáil do leanaí a bhfuil riachtanais speisialta oideachais acu atá níos casta agus nach bhfuil chomh leitheadach céanna i measc an daonra, riachtanais ar nós míchumas fisiceach nó míchumas foghlama ginearálta meánach. Tá na catagóirí míchumais leagtha amach in Imlitir 08/02, agus gheofar miondealú ar na riachtanais speisialta oideachais ardmhinicíochta agus ísealmhinicíochta in Imlitir SP ED 02/05.

4. Leithdháileadh tosaigh do 2012/13

Gheobhaidh iar-bhunscoileanna cinnteacht luath gach Eanáir i dtaca le formhór na leithdháiltí uaireanta teagaisc acmhainne don scoilbhliain rompu agus do scoilbhlianta feasta bunaithe ar 70% dá leithdháileadh reatha (.i. bunaítear an leithdháileadh tosaigh don scoilbhliain 2012/13 ar 70% den leithdháileadh formheasta sa scoilbhliain 2011/12 amhail ar an 31 Nollaig 2011.) Tá a leithdháileadh tosaigh (70%) don scoilbhliain 2012/13 curtha in iúl d'iar-bhunscoileanna um an dtaca seo.

Beidh an socrú nua, a thosaigh in Eanáir 2012, mar chuid de leithdháileadh tosaigh foriomlán gach scoile don scoilbhliain 2012/13. Leithdháilfear an chuid eile d'uaireanta acmhainne formheasta gach scoile don scoilbhliain 2012/13 ar chríoch phróiseas an NCSE.

5. Uaireanta Ardmhinicíochta

Tá Samhail Leithdháilte Ghinearálta (GAM) i bhfeidhm do na bunscoileanna ó 2005 i leith. Leanaí a chláraigh i mbunscoil ó shin, níor ghá dóibh dul faoi mheasúnú do riachtanais speisialta ardmhinicíochta i mbunscoileanna, toisc gur cuireadh acmhainní ar fáil sa ghnáthchúrsa do scoileanna faoin GAM.

Tá líon mór de na daltaí sin ag aistriú anois ón mbunscoil isteach san iar-bhunscoil gan mheasúnú a bheith déanta orthu. Mar sin ní bheidh iar-bhunscoileanna ar an eolas i dtaobh riachtanais ardmhinicíochta leanaí nó go dtagann na riachtanais sin chun solais le himeacht aimsire agus toisc nach ndéantar leithdháileadh ginearálta sna hiar-bhunscoileanna, bheadh measúnaithe de dhíth ar na scoileanna sin de ghnáth chun tacaíochtaí a fháil.

Tá athrú á dhéanamh ar shamhail an leithdháilte acmhainní atá ann cheana ionas gur féidir tacaíochtaí a chur i bhfeidhm go tapa gan aon ghá le hiarratas agus measúnú aonair, rud a laghdóidh an t-ualach riaracháin ar scoileanna.

Ní dhéanfar aon laghdú foriomlán ar líon na n-uaireanta Teagaisc Acmhainne a leithdháilfear ar scoileanna in 2012/13.

Is féidir uaireanta Teagaisc Acmhainne ardmhinicíochta a chomhcheangal le leithdháiltí tacaíochta foghlama i ngach scoil chun seirbhísí tacaíochta foghlama/acmhainne a sholáthar do dhalta ar bith a bhfuil riachtanais speisialta oideachais ardmhinicíochta aici nó aige, riachtanais ginearálta tacaíochta foghlama nó a bhfuil gá aici nó aige le tacaíocht teanga. Tá aon seirbhís amháin á déanamh i láthair na huaire sna hiar-bhunscoileanna de thacaíocht teanga agus tacaíocht foghlama, faoi mar atá leagtha amach in Imlitir 0009/2012 na Roinne: Socruithe foirne sna hiar-bhunscoileanna don scoilbhliain 2012/13

6. Treoir do na Scoileanna

Ba cheart do scoileanna tagairt a dhéanamh do threoirlínte na Roinne: Daltaí a bhfuil Riachtanais Speisialta Oideachais acu: Treoirlinte d'Iarbhunscoileanna; Treoirlínte Leanúntas Tacaíochta na Seirbhísí Náisiúnta Síceolaíochta Oideachais; agus Treoirlínte an NCSE ar phróiseas an Phlean Oideachais Aonair.

Leagtar amach, leis, in Imlitir SP ED 08/02, gur post breise é post an Mhúinteora Acmhainne a leithdháiltear chun cabhrú le scoileanna chun oideachas a sholáthar a chomhlíonann riachtanais leanaí a measúnaíodh ar bhonn riachtanais aonair mar leanaí a bhfuil riachtanais speisialta oideachais acu de dhroim míchumais. Iarracht scoile uile is ea riachtanais na leanaí sin a chomhlíonadh agus ní cúram don mhúinteoir acmhainne amháin é de bhrí go bhfuil na leanaí seo lánpháirtithe sa scoil phríomhshrutha agus gur leis an múinteoir príomhshrutha a chaitheann siad formhór a gcuid ama.

Údarófar an NCSE chun tacaíocht Teagaisc Acmhainne a leithdháileadh ar scoileanna ar an mbonn atá leagtha amach san Imlitir seo.

Má tá aon cheist agat i dtaobh na himlitreach seo, cuir glao ar an Rannóg Oideachais Speisialta ar 090 648 3747

Gheofar an imlitir seo ar shuíomh gréasáin na Roinne www.education.ie

Jim Mulkerrins
Príomhoifigeach
An tAonad Oideachais Speisialta

24 Feabhra 2012