



Circular 0041/2011

**To: The Managerial Authorities of Recognised Primary, Secondary, Community and Comprehensive Schools
and
The Chief Executive Officers of Vocational Education Committees**

New Pay Scales for New Special Needs Assistants in 2011

Introduction

1. The Minister for Education and Skills wishes to inform vocational education committees, management bodies and Special Needs Assistants (SNAs) of the application of revised rates of salary for new appointees as SNAs from 1 January 2011 onwards.
2. As part of Budget 2011 the Government has applied a 10% reduction in the pay of new entrants to the public service (referred to in this Circular as “new appointees”) and all new appointees to the entry grades of the public service must start at the first point of the relevant pay scale with effect from 1 January 2011.

Application of new pay rates

3. The revised pay scale for SNAs is set out in an Appendix to this Circular and can be accessed by clicking [here](#).

New appointee to the SNA Grade

4. The new pay rates apply to all SNAs who are new appointees appointed on or after 1 January 2011.
5. Where a person gave service as an SNA before 1 January 2011 (including those currently on an approved leave of absence), s/he will not be regarded as a new appointee. In addition, a person with a written offer of employment before 1 January 2011 will not be regarded as a new appointee. In these cases, the person will be assigned to the appropriate pre-1 January 2011 scale and allowances, and incremental credit for previous SNA service and other experience which is deemed relevant will be awardable.
6. Where an SNA who is retired and is in receipt of a pension returns to the position of an SNA on or after 1 January 2011, s/he will start on the first point of the post 1 January 2011 incremental salary scale.

Incremental credit

7. All new appointees to SNA positions will start on the first point of the incremental salary scale. The Government has decided that all new appointees to entry grades (subject to the criteria set out above) will start at the minimum point of the new reduced scale.
8. However, incremental credit may continue to apply for relevant recognised service. Similarly, those who leave the system will be able to reckon such previous relevant service on re-entry.

Circulation

9. Please ensure that copies of this Circular are provided to the Board of Management/Vocational Education Committee and its contents are brought to the attention of all SNAs in your employment including those on leave of absence.
10. This Circular can be accessed on the Department's website under <http://www.education.ie>.
11. All enquiries regarding this Circular should be e-mailed to teachersna@education.gov.ie OR payroll@education.gov.ie.

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June 2011

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Appendix I
Pay Scales for new Special Needs Assistants appointed on or after 1 January 2011

Special Needs Assistants (New Appointees post 1/1/11)

Point 1	€20,869
Point 2	€21,850
Point 3	€22,826
Point 4	€23,807
Point 5	€24,788
Point 6	€25,763
Point 7	€26,715
Point 8	€27,664
Point 9	€28,620
Point 10	€29,571
Point 11	€30,527
Point 12	€32,327
Long Service Increment	€33,605

Part Time Hourly Rates (New Recruits post 1/1/11)

Point 1	€12.50
Point 2	€13.09
Point 3	€13.67
Point 4	€14.26
Point 5	€14.85
Point 6	€15.43
Point 7	€16.00
Point 8	€16.57
Point 9	€17.14
Point 10	€17.71
Point 11	€18.28
Point 12	€19.36
LSI	€20.13

Appendix II Frequently Asked Questions

I am a new SNA who has never worked as an SNA before – Which pay scale will I start on?

Only service given as an SNA pre-1 January 2011 will count as prior service for eligibility for pre-2011 pay scales. If you have not served in an SNA position before 1 January 2011 you will be offered a contract at the new pay rates and conditions. No incremental credit is awarded for any training prior to entry to the position of SNA.

I am an SNA who worked in Ireland as an SNA in 2001 but I have been in the UK for the past number of years – Which pay scale will I start on?

You worked in an SNA position prior to 1 January 2011. You will therefore be offered a contract at pre-2011 pay rates and conditions. Your work in the UK may be reckonable for incremental credit purposes.

I am an SNA who worked in the EU for the past number of years. I have never worked in a SNA position in the public service in Ireland but am due to start in May 2011 – Which pay scale will I start on?

You are a new appointee to the SNA position in Ireland. You will begin on the first point of the January 2011 pay scale. Employment in another country prior to your first entry to the position of SNA in Ireland may be reckonable subject to certain conditions.

I am an SNA who has prior public sector experience as a Nurse. I will begin as an SNA in May 2011 – Which pay scale will I start on?

You are a new appointee to the position of SNA. You will therefore be offered a contract at January 2011 pay rates and conditions. This applies also to SNAs who are moving to take up a post in other positions (eg teachers, administrators, etc). You may be entitled to certain incremental credit in respect of your service as a Nurse.

I have been employed as an SNA in the private sector for 5 years. I will begin as an SNA in the public sector in May 2011 – What will my starting salary be?

You are a new appointee under the recent Government Decision. You will therefore be offered a contract at the first point of the January 2011 pay rates and conditions. You may be entitled to incremental credit in respect of your private sector service, subject to certain conditions.

I am an SNA who was employed with a Vocational Education Committee since September 2005. I resigned from my post with the VEC in November 2010. I expect to take up an SNA post in a Voluntary Secondary school in September 2011. Which pay scale will I be paid on?

You worked in the position of SNA prior to 1 January 2011. You will therefore be offered a contract at pre-2011 pay rates and conditions if you resume work as an SNA in a voluntary secondary school in September 2011. Your service with the VEC will be reckonable for incremental credit purposes.