



**To: The Managerial Authorities of Recognised Primary, Secondary, Community  
and Comprehensive Schools  
and  
The Chief Executives of Education and Training Boards**

**Changes to the Job Sharing Scheme for Registered Teachers employed in  
Recognised Primary and Post Primary Schools - 2020/21 School Year**

**1. Introduction**

- 1.1 In response to issues raised in relation to teacher supply, the restriction of engaging in substitute teaching imposed in the [Job Sharing Scheme](#) as contained in Chapter 8 (Paragraph 11.1(a)) of Circular 54/2019 will be suspended for the 2020/21 school year.
- 1.2 A Job Sharing teacher may now be employed to work in a substitute capacity, during the period he/she is rostered off duty.
- 1.3 Given the need to minimise movement between schools during the current COVID-19 pandemic, the Job Sharing teacher is limited to carrying out substitute work in his/her own school.

**2. Pay Arrangements**

- 2.1 A Job Sharing teacher who is employed in a substitute capacity will be paid the personal rate of pay (including personal allowances).
- 2.2 Such substitute teaching will count towards progression on the incremental salary scale and superannuation. This is subject to the requirement that a Job Sharing teacher can advance to the next incremental point on the scale only after a minimum of 365 days after the last increment was awarded.
- 2.3 A Job Sharing teacher undertaking a combination of work in a job-sharing capacity and as a substitute in his/her own school is not permitted to exceed the maximum number of weekly contracted hours of a full time teacher.

**3. Circulation of Information Note**

- 3.1 Please ensure that copies of this Information Note are provided to all members of the Board of Management/Education and Training Boards and its contents are brought to the attention of all teachers in your employment, including those on leave of absence.
- 3.2 This Information Note can be accessed on the Department's website at [www.education.ie](http://www.education.ie).

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07 August, 2020

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