

# FORM T1 - Post Primary School Timetables

(Complete in Black Ink and BLOCK CAPITALS please)

SCHOOL YEAR 2018 / 2019

## 1. GENERAL DETAILS

Name of School

Address of School

Type of Computerised Facility  Y/N SIMS  Y/N

Return VSWare  Y/N SchoolPod  Y/N

GP/Untis  Y/N Timetabler  Y/N

Tel No.  School Roll No.

Name and Address of School Manager/  
Chairperson/ Chief Executive Officer \_\_\_\_\_  
\_\_\_\_\_

## 2. Date of opening of school in 2018/2019 school year

### DATES OF HOLIDAYS

(Please refer to reference guide overleaf. Dates to be entered in following format - 8 December 2018 enter 08122018)

SUMMER 2019	FROM	TO (inclusive)
	<span style="border: 1px solid black; display: inline-block; width: 20px; height: 15px;"></span>	<span style="border: 1px solid black; display: inline-block; width: 20px; height: 15px;"></span>
Ocassional/Special (see overleaf)	FROM	TO (inclusive)
	<span style="border: 1px solid black; display: inline-block; width: 20px; height: 15px;"></span>	<span style="border: 1px solid black; display: inline-block; width: 20px; height: 15px;"></span>
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## 3. SCHOOL EXAMINATIONS

(Please refer to reference guide overleaf. Dates to be entered in following format - 8 March 2019 enter 08032019)

FROM	TO (inclusive)
<span style="border: 1px solid black; display: inline-block; width: 20px; height: 15px;"></span>	<span style="border: 1px solid black; display: inline-block; width: 20px; height: 15px;"></span>
<span style="border: 1px solid black; display: inline-block; width: 20px; height: 15px;"></span>	<span style="border: 1px solid black; display: inline-block; width: 20px; height: 15px;"></span>
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FOR THE 2018/2019 SCHOOL YEAR, PLEASE STATE THE NUMBER OF DAYS ON WHICH THE SCHOOL WILL BE OPEN

For teaching purposes  For other school related activities (see overleaf)

Total days in operation

Does the school operate on Saturday?  Yes  No

Is there a weekly half-holiday? If so, on which day it is given?  Yes  No

## 4. I hereby certify that:

- (a) the above information and
- (b) the **information electronically uploaded** to Esinet, both in relation to teachers and school, accurately reflects the position in this school for 2018/19 school year.

Signature of Management \_\_\_\_\_ Date   
Authority / School Principal

# COMPLETION OF FORM T1

The completed Form T1 must be stored in the school until requested

## Holidays (Section 2)

### **Summer**

- this refers to the summer of 2019. A provisional date may be given where dates have not been finalised. Where a provisional date is given please indicate "provisional" beside it.

### **Occasional/Special**

- this refers to days that your school is officially closed outside the standard school holidays  
e.g. 07/12/2018

Do not enter  
standard school holidays, bank holidays,  
parent teacher meetings, staff development,  
staff planning etc.

## School Examinations (Section 3)

- this refers to in-house exams only. Do not include state examinations.

## Other school related activities (Section 4)

- Examples:  
Sports Day  
Parent Teacher Meetings  
Staff Development  
Staff Planning  
In-service  
Staff Liaison  
Open Day

Do not include state exams

**DEPLOYMENT OF TEACHING RESOURCES (DTR) RETURNS MUST BE GENERATED NO LATER THAN**

**Tuesday 25th SEPTEMBER 2018**