

ADVERT ID 127390

Deputy Principal

St Patrick's National School

Millbourne Avenue Drumcondra dublin Dublin

MAIN DETAILS

Status:	Deactivated
Level:	Primary
Date Posted:	Tue Feb 18 2020
Application Closing Date:	Fri Mar 6 2020
Commencement Date:	Mon Apr 20 2020
Status of Post:	Permanent

SCHOOL DETAILS

School Type:	Mainstream with Special Classes
School Structure:	Vertical
Gender:	Co-Educational
School Patronage:	Catholic
Total No. of Teaching Staff:	29
Current Enrolment:	450
Droichead school:	Yes

POST DETAILS

Additional Information:

St Patrick's Boys National School is Catholic school based on the Drumcondra Campus of Dublin City University. It is a 29 teacher vertical school with links to the DCU Institute of Education , formerly St Patrick's College. There are 19 Mainstream classes and 2 SSLD classes.

Circular 0044/2019 states: "While the Principal is ultimately responsible to the Board of Management for the management and leadership of the school , the Deputy Principal occupies a position of vital importance with the senior leadership team in a school. Shared leadership requires openness and willingness on the part of Principals and Deputy Principals , to share and distribute leadership and management responsibilities in a manner that encourages and supports partnership. The Deputy Principal co-operates with the Principal in the fulfilment of the Principal's roles and acts or deputises in the Principal's absence."

The Deputy Principal has specific responsibility for agreed duties as listed under the following Domains:

- ? Leading Teaching and Learning
- ? Managing the Organisation
- ? Leading School Development
- ? Developing Leadership Capacity

The Deputy Principal will co-operate in partnership with the Principal, on a day to day basis, in the fulfilment of the Principal's role, including:

- ? Managing teacher accountability and planning.
- ? Liaising with the PA.
- ? Coordinating transitions to Junior Infants and to post primary.
- ? Assisting with the organization of the Parent/Teacher Meetings.
- ? Deputising in the Principal's absence.

The Deputy Principal will work with the Principal, Assistant Principal 1, Assistant Principals 2 and teaching staff to engage with and manage a changing curriculum.

? Taking lead responsibility, with the principal and relevant staff, in managing change in an agreed curricular area each year e.g. English, Maths, Irish etc. This will depend on the changing needs of the school.

? Taking a lead role with the Principal in the co-ordination of School Self – Evaluation.

? Working with relevant post holders and staff to introduce new curricular structures.

The Deputy Principal will work as part of a team to maintain an orderly, adaptive, modern learning environment and infrastructure in the school, including:

? Identifying, with the principal and staff, infrastructural gaps arising in the school built environment and in the provision of learning resources.

? Co-ordinating with cleaning staff and other personnel to solve issues arising with maintenance and cleaning, in partnership with the Principal.

The Deputy Principal will co-ordinate across the spectrum of Teacher Education, engaging with School Placement, mentoring NQTs and new staff, providing and promoting teacher CPD, while highlighting leading practice.

? Coordinating with Higher Education Institutions and school staff in the placement of students.

? Working with the principal and others as part of the 'Droichead' support team.

The Deputy Principal will assist the Principal to ensure the provision of accessible, inclusive education of a high standard to all children with additional educational needs, through the management of all available resources. This includes:

? Organisation of the allocation of support time to children with SEN as per the New Model of SEN Support and in line with agreed criteria

? Organisation of applications for assessments and liaising with SEN professionals

? Co-ordinating the allocation and timetabling of SEN team and SNAs

? Co-ordinating School Support Plus meetings and reviews

? Liaising with the SSLD class teachers and the Speech and Language Therapist

? Liaising with all teachers regarding Special Educational Needs.

In accordance with circular 0044/2019, it should be noted that as the needs of the school continuously evolve, a review of duties may result in reassignment of the role and responsibilities within the Leadership and Management team.

APPLICATION REQUIREMENTS

- [Standard Application Form for Principalship/Deputy Principalship - in English](#)
- Letter of Application
- Referees (name, role, contact no.)
- Teaching Council Registration

Applications may be submitted by

- Post

APPLY TO THIS JOB VACANCY

Roll Number: 11525A

Apply To: Please provide 3 copies of the Application Requirements, marked "Private and Confidential to:

Anne Looney (Chairperson),
Room F326,
DCU St Patrick's Campus,
Drumcondra,
Dublin 9

County: Dublin

Postal District: Dublin 9
01 8372714

Application Form: [Application-Form-for-Primary-Principalship-and-Deputy-Principalship-Open-Competition \(8\).pdf](#)

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