ADVERT ID 261649

# Deputy Principal

## St. Brigid's National School, Tunnyduff

Tunnyduff Bailieborough A82 V903
https://tunnyduffns.weebly.com

MAIN DETAILS

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| **Status:** | Deactivated |
| **Level:** | Primary |
| **Date Posted:** | Tue Sep 1 2026 |
| **Application Closing Date:** | Tue Sep 15 2026 |
| **Commencement Date:** | Mon Oct 12 2026 |
| **Status of Post:** | Permanent |

SCHOOL DETAILS

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| **School Type:** | Mainstream |
| **School Structure:** | Vertical |
| **Gender:** | Co-Educational |
| **School Patronage:** | Catholic |
| **Total No. of Teaching Staff:** | 5 |
| **Current Enrolment:** | 86 |
| **Droichead school:** | No |

POST DETAILS

**Additional Information:**
The roles and responsibilities of the post relate to the four domains of Leadership and Management as outlined in DES Circular 0044/2019:
Leading Teaching and Learning
Managing the Organisation
Leading School Development
Developing Leadership Capacity

The obligations of the Deputy Principal in general terms are as follows, without prejudice to the generality of the functions of the Principal:
Works with the Principal in relation to the internal organisation, management and discipline of the school, including the assignment of duties to members of the teaching and non-teaching staff.
Works with the Principal to ensure that the Board of Management's policies, procedures, guidelines and requirements are adhered to.
Required to be fully familiar with the Child Protection Guidelines and it is normal for the Deputy Principal to be the Deputy Designated Liaison Person (DDLP) in the absence of the Principal.
In collaboration with the Principal has a range of statutory functions and obligations as outlined in legislation. Such statutory functions are implied into the Contract of Employment.
Leads and support other staff within the school which impacts on high standards and achievements.
Communicates effectively, orally and in writing to a range of audiences e.g. staff, students, BOM, parents etc.
Uses data management systems.
Provides an understanding of and commitment to nurture and inclusion, and its impact upon learning.
Ensures high expectations regarding standards of achievement, behaviour and school culture.
Knowledge of the new Primary Curriculum areas and frameworks for leading a primary school setting.

Ability and willingness to work collaboratively and supportively within the school team, making positive contributions to teaching and learning, assessment and the School Improvement Plan.
Lead teacher mentor programme (Droichead).
Understand the need for confidentiality and safeguarding within a leadership role.
Experience and/or training related to an aspect of leadership and management in schools.
Background in Behaviour Management and Whole School Initiatives.
Knowledge of Health and Safety requirements in schools.

It is a requirement to hold a valid Statutory Declaration and to complete the Form of Undertaking for this position upon offer of employment.

## APPLICATION REQUIREMENTS

- Standard Application Form for Principalship/Deputy Principalship - in English
- Letter of Application
- Referees (name, role, contact no.)
- Copy of Certificates, Diplomas, Degrees
- Teaching Council Registration

Applications may be submitted by

- Post

## APPLY TO THIS JOB VACANCY

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|---|---|
| **Roll Number:** | 17240O |
| **Apply To:** | St. Brigid's NS<br>Tunnyduff<br>Bailieborough<br>A82 V903<br><br>office@tunnyduffns.ie |
| **County:** | Cavan |
| **Website:** | https://tunnyduffns.weebly.com |
| **Application Form:** | Deputy Principalship Application Form.pdf |

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