ADVERT ID 264232

Deputy Principal

Broadmeadow Community National School

Rathbeale Road Swords
https://www.ddletb.ie

MAIN DETAILS

Status:	Active
Level:	Primary
Date Posted:	Tue Nov 17 2026
Application Closing Date:	Tue Dec 1 2026
Commencement Date:	Mon Jan 4 2027
Status of Post:	Permanent

SCHOOL DETAILS

School Type:	Mainstream
Gender:	Co-Educational
School Patronage:	ETB
Total No. of Teaching Staff:	5
Droichead school:	Yes

POST DETAILS

Additional Information:
DDLETB invites applicants from suitably qualified persons for the post of Deputy Principal teacher in Broadmeadow CNS. Broadmeadow CNS is a co-educational, primary school. It is a new and developing school situated in the heart of Swords. The school operates under the patronage of the Dublin and Dún Laoghaire Education and Training Board.

Dublin and Dun Laoghaire Education and Training Board is a statutory local education authority operating under the terms of the Education and Training Boards Act 2013. The Board provides mainstream educational programmes to schools and colleges as well as providing a wide range of adult and community programmes. The Board's educational remit extends from Balbriggan in the north of the county to Lucan in the west, to Dun Laoghaire in the south.

Applicants must be fully registered with the Teaching Council of Ireland (Route 1 Primary)

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:

The Deputy 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.
The Deputy Principal works with the Principal to ensure that the ETB's policies, procedures, guidelines and requirements are adhered to.
The Deputy Principal is 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.
The Deputy 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.
In the Community and Comprehensive sector, the Deputy Principal shall carry out functions as outlined in the Deed of Trust/Articles of Management, in collaboration with the Principal.
Ability to lead and support other staff within the school which impacts on standards and achievements.
Ability to communicate effectively, orally and in writing to a range of audiences; e.g. staff, pupils, BOM, parents.
Ability to use data management systems.
Understanding of and commitment to nurture and inclusion, and their impact upon learning.
High expectations and standards of achievement and behaviour and school culture.
Good knowledge of the Curriculum and frameworks for leading a Primary School setting.
Ability and willingness to work collaboratively and supportively within the school team, making positive contributions to Assessment, SEN and the School Improvement Plan.
An understanding of the need for confidentiality and safeguarding within a leadership role.
Experience and/or training related to an aspect of leadership and management.
Background in Behaviour Management and Whole School Assessment.
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

Applications may be submitted by

- Email

APPLY TO THIS JOB VACANCY

Roll Number:	20529J
Apply To:	Apply using the Education Posts standard application form for Principalship/Deputy Principalship, send by email to cnsposts@ddletb.ie before 4 pm on Tuesday 1st December 2026, shortlisting may take place, no late applications will be considered.
County:	Dublin
Postal District:	County Dublin
Website:	https://www.ddletb.ie

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