**DES Circular 0023/2015 - Awarding of Fixed-Term & Contracts of Indefinite Duration**

The DES has introduced revised terms and conditions in relation to a teacher being granted a Contract of Indefinite Duration (CID) and a Fixed-Term Contract.

**Fixed-Term Contracts**

All fixed-term contracts awarded to teachers must be terminated at the end of the school year. It is no longer at the discretion of the Board of Management (BoM) to roll over a teacher’s contract where the post will exist for the subsequent school year. The teaching vacancy must be advertised by the BoM and normal recruitment procedures followed (Appendix D, Constitution of Board & Rules of Procedure, 2011). The teacher who held the relevant one year fixed-term contract in the preceding school year must be notified by the BoM that the vacancy is being advertised and be provided with the details of the application process. If the teacher is successful at interview, the school must certify that the post had been advertised and that interviews were conducted and that the teacher was successful following interview and is entering the second year of continuous employment.

**Contract of Indefinite Duration (CID)**

A teacher employed on a CID holds an employment status that is equal to that of a permanent teacher.

**Teacher Qualifications** - A teacher must be fully registered with the Teaching Council and have the required qualifications.

**Period for qualification of a CID Contract** – The qualification period for the awarding of a CID contract by the DES has been reduced to a period of continuous employment in excess of two years with the same BoM. This means that a teacher will be awarded a CID contract and not a fixed-term contract.

**Approved Leave of Absences** - A teacher will be eligible to receive a CID contract as a result of covering for a teacher absent on (i) career break or (ii) secondment. The teacher will be placed on the relevant main redeployment panel for redeployment immediately prior to the return of the teacher that they are covering for.

**Hours & CID Contracts** - The hours of the CID contract will be those hours for which the teacher was engaged on a fixed-term contract for the full school year prior to the issuing of the CID contract. However, if a teacher has a part-time CID contract and the teacher is employed for additional hours that continue to be viable and available within the school allocation, the qualifying period of continuous employment for a CID is based on those additional hours in a period of continuous employment in excess of one year.

**What to do if you have a CID contract in your school?**

The BoM must apply to the DES (Primary Payments) to have the teacher placed on the payroll as a teacher who is eligible for a CID. It is not a decision for the BoM.

The application form must be completed by the BoM and the teacher and submitted to the DES for consideration. The application form must certify that the application is in respect of the continuation of a post.

The school must also certify that the CID sought is in accordance with the terms of DES Circular 0023/2015.

**Queries**

Queries relating to the awarding of CIDs should be sent to[teachersna@education.gov.ie](mailto:teachersna@education.gov.ie)

Queries relating to redeployment should be sent to [primaryallocations@education.gov.ie](mailto:primaryallocations@education.gov.ie)