

Thursday, **30th March 2017** is the key date for schools to:

- Notify relevant Panel Operator of any permanent or fixed term vacancy
- Notify the Department's Primary Teacher Allocations Section of new Special Education Teacher cluster arrangements, using [Form S.E.T.Cluster2017 \(Appendix D\)](#)
- [Return Main Redeployment Panel Application Form \(Appendix E\)](#) for surplus permanent/CID holding teachers to the Department's Primary Teacher Allocations Section
- [Submit completed Staffing Appeals Form \(Appendix F\)](#) for the April 2017 meeting of the Primary Staffing Appeals Board to the Department's Primary Teacher Allocations Section
- Each BOM is obliged to notify its relevant panel operator (diocesan secretary etc.) by 30th March 2017 of any impending permanent and fixed term vacancies for the 2017/18 school year.

CID

- Return "[CID Declaration Form Mar 2017](#)" ([Appendix G](#)) in respect of all teachers awarded a CID in the 2016/17 school year and a Main Panel Application Form, if applicable, to the Department's Primary Teacher Allocations Section
- [Form CIDApp\(17/18\) \(Appendix H\)](#) must be completed and forwarded to the Primary Allocations Section by 30th March 2017 where a teacher is due to be awarded a CID from the commencement of the 2017/18 school year?