

Post-qualification  
Professional Practice  
Conditions

# **Transitional Arrangements 2024/2025**

September 2024

An Chomhairle  
Mhúinteoireachta



The Teaching Council



***Droichead* is the integrated induction process for teachers and is available to both primary and post-primary teachers. The traditional processes of Probation, Post-qualification Employment (PQE) and the Induction Workshop Programme have either concluded or are being phased out. It is important to note that *Droichead* is the only route of induction for all primary and post-primary teachers registered from 1 June 2020.**

During this growth phase a number of measures are made available by the Council to support the teachers and the schools.

**This document sets out the options for the following:**

- a) primary and post-primary teachers who registered with conditions prior to 01 June 2016 and who commenced fulfilling their post-qualification professional practice conditions during the pilot phase of *Droichead*.
- b) primary and post-primary teachers who registered with the traditional conditions of Probation, PQE and Induction Workshop Programme on and after 01 June 2016 and prior to 01 June 2020.
- c) primary and post-primary teachers who registered with the condition of *Droichead* on and after to 01 June 2020.

The options available to all teachers are determined by:

- a) the setting of the employment e.g., primary, post-primary, SET etc.
- b) the duration of the employment e.g., contract/offer of employment.
- c) the conditions attached to the teacher's registration.

### **Post-qualification Professional Practice Conditions Procedures and Criteria 2024/2025**

These Transitional Arrangements should be read in conjunction with the *Post-qualification Professional Practice Conditions Procedures and Criteria 2024/2025* which outlines the procedures for both the *Droichead* and traditional processes (PQE and Induction Workshop Programme). It also gives full details of the settings and eligibility for each of the processes; Section 2.1.2 *Droichead*; Section 3.2.1 Post-qualification Employment (PQE). Information on the legacy process of Probation is available in the Appendices.

As a general rule, teachers with suitable contracts of employment are expected to complete the *Droichead* process.

All queries in relation to conditions attached to registrations should be emailed to [conditions@teachingcouncil.ie](mailto:conditions@teachingcouncil.ie).

# 1 Primary

## 1.1 Overview of Options 2024/2025 (*Droichead*)

SETTING	CONTRACT/WORKING ARRANGEMENT	WHICH PROCESS?
All Primary schools including Special Education Schools	Contract/offer of employment of 60 consecutive days or more	The <i>Droichead</i> process is the only route to full registration
All Primary schools including Special Education Schools	Job-sharing contract for the full academic year or a contract of 12.5 hours min per week for the full academic year	The <i>Droichead</i> process is the only route to full registration and extends for the full academic year

\*From September 2020, the Inspectorate will no longer be facilitating the probationary process on behalf of the Teaching Council.

## 1.2 Probation partially completed

A teacher who completed the first 50 days of the probationary process under the Inspectorate and who has to complete the final 50 days, or a teacher who has previously engaged in the probationary process but did not receive a successful outcome, may:

- 1.2.1 complete *Droichead* if employed for 60 days or more in an eligible setting.  
OR
- 1.2.2 on an exceptional basis, complete *Droichead* if employed for 50-59 days in an eligible setting if employment does not meet the 60-day requirement. In such cases, the 50 days or more service that was completed in respect of probation will be recognised as a maximum of 10 days' credit towards the *Droichead* 60-day requirement.  
OR
- 1.2.3 complete *Droichead* in a minimum of 50 days if the teacher commenced the probationary process during the 2019/2020 school year. (Note 3)

Please note the following:

**Note 1:** Completion of 1.2 above will remove the condition of *Droichead* and the traditional conditions of Probation and Induction Workshop Programme on submission to the Teaching Council and acceptance of a completed online Form D.

**Note 2:** Eligible settings for primary schools are set out in Sections 2.1.2 (*Droichead*) of the *Post-qualification Professional Practice Conditions Procedures and Criteria 2024/2025*.

**Note 3:** Teachers availing of option 1.2.3 must have been registered with Limerick Education Centre (LEC) for the probationary process during the 2019/2020 school year.

## 1.3 Job-sharing or part-time contracts for the full academic year

Applications for the *Droichead* process will be accepted for the school year 2024/2025 for teachers registered under Primary, or Route 4 Other, with the condition of *Droichead* or Probation attached to their registration, who are:

1.3.1 on a job-share contract for the duration of the full academic year, including teachers employed as replacement teachers.

OR

1.3.2 on a part-time contract of not less than twelve and a half hours (12.5 hours) for the duration of the academic year.

*Please note the following:*

**Note 1:** In relation to teachers who meet either of the above eligibility requirements, the Council will accept applications for the *Droichead* process on the understanding that the applications are made by **30 September 2024** and that the *Droichead* process will extend for the duration of the academic year (i.e., teachers must apply to commence *Droichead* on or before 30 September 2024 and must remain on the process until the end of the academic year).

**Note 2:** All other requirements of the process must be met unless otherwise exempted e.g., Cluster meetings, professional learning activities, observations.

**Note 3:** Where a teacher has 2 separate part-time contracts which total more than 12.5 hours for the full academic year, they may apply for *Droichead* once both schools agree to the process and a PST cluster arrangement is put in place, if necessary. Advice should be sought from the Teaching Council by emailing [conditions@teachingcouncil.ie](mailto:conditions@teachingcouncil.ie).

**Note 4:** Where applications for *Droichead* are made after the deadline of the 30 September and or the eligibility requirements at 1.3.1 and 1.3.2 are not adhered to, the *Droichead* requirements will not be deemed met and the *Droichead* condition will remain on a teacher's registration. The NQT/school should email [conditions@teachingcouncil.ie](mailto:conditions@teachingcouncil.ie) for advice prior to applying for *Droichead*.

## 2 Post-primary

### 2.1. Overview of Options (*Droichead* & PQE) for 2024/2025

SETTING	CONTRACT/WORKING ARRANGEMENT	WHICH PROCESS?
<b>Teacher holds registration with the condition of <i>Droichead</i>/PQE</b>		
All Post-primary schools and Special Education Schools offering post-primary curricular subjects	Contract/offer of employment of more than 200 hours	The <i>Droichead</i> process is the only route to full registration
	Contract/offer of employment of less than 200 hours	These hours can be banked towards PQE The Induction Workshop Programme is also required to get full registration
<b>Teacher holds registration with the condition of <i>Droichead</i> only</b>		
All Post-primary schools and Special Education Schools offering post-primary curricular subjects	Contract/offer of employment of more than 200 hours	The <i>Droichead</i> process is the only route to full registration
	Contract/offer of employment of less than 200 hours	The <i>Droichead</i> process is the only route to full registration. PQE is not available

### 2.2 Post-qualification employment (PQE) partially completed

A teacher who is registered with the condition of PQE and commenced the PQE process prior to 31 August 2020 but has not completed the process may:

- 2.2.1 Complete *Droichead* if employed for 200 hours or more in an eligible setting. This will remove the condition of *Droichead* (and the traditional conditions of PQE and Induction Programme) on submission and acceptance of a completed Form D.  
OR
- 2.2.2 Complete PQE in an eligible setting
  - 2.2.2.1 if employed on a short-term contract of less than 200 hours (Note 2)  
OR
  - 2.2.2.2 if employed on a series of short-term rolling or extended employment contracts (Note 2)  
OR
  - 2.2.2.3 any combination of 2.2.2.1 and 2.2.2.2 above.

*Please note the following:*

- Note 1:** Completion under 2.2.2 will remove the condition of PQE (and the *Droichead* condition) on submission and acceptance of a completed Form B. A separate Form B should be completed for each school where PQE was undertaken.
- Note 2:** Teachers applying for completion of PQE under 2.2.2 above will require confirmation from the school principal as to the employment contracts/offers under which the teacher was employed.
- Note 3:** Where the Induction Workshop Programme condition has not been fulfilled, this will remain on the teacher's registration and must be fulfilled.
- Note 4:** Eligible settings for post-primary schools are set out in Sections 2.1.2 (*Droichead*) and 3.2.1 (PQE) of the Post-qualification Professional Practice Conditions Procedures and Criteria 2024/2025.
- Note 5:** The submitted Form B(s) may include hours completed in school years prior to current school year and/or can be from multiple schools.

## 2.3 *Droichead* in Alternative Settings for Post-primary Teachers

Post-primary registered teachers wishing to complete *Droichead* in alternative settings may do so if all the following criteria are met:

- 2.3.1 It is a Centre of Education where a post-primary curricular subject(s) is taught and is eligible to submit students for state examinations etc., Junior Cycle or Leaving Certificate examinations.
- 2.3.2 The NQT is teaching a post-primary curricular subject i.e., Junior Cycle or Leaving Certificate subjects (including LCA and LCVP) and has full responsibility for state examination preparations.
- 2.3.3 The principal coordinator is a registered post-primary teacher.
- 2.3.4 The PST is comprised of registered post-primary teachers.

*Please note the following:*

- Note 1:** Additional information and guidance regarding eligibility and PST training should be sought from the *Droichead* Induction Division in advance of commencing the process by emailing [droicheadinduction@oide.ie](mailto:droicheadinduction@oide.ie).
- Note 2:** Completion of *Droichead* will remove the condition of *Droichead* and the traditional conditions of PQE and Induction Workshops if appropriate, on submission and acceptance of a completed online Form D.

## 3 Induction Workshop Programme (Primary & Post-primary)

### 3.1 *Droichead* Pilot or Probation/PQE completed but Induction Workshops Programme outstanding

Any teacher who completed the *Droichead* process prior to 01 September 2016 (that is, during the *Droichead* pilot process), or the traditional processes of Probation/PQE but has the Induction Workshop Programme condition outstanding, must complete the Induction Workshop Programme requirement. This section does not apply to teachers who do not have the condition of Induction Workshop Programme.

Teachers may choose from two options. Option A – they may select from a suite of online workshops available via the Droichead Induction Division’s online learning platform <https://onlinelearning.teacherinduction.ie>. Alternatively with the agreement of the school, they may choose Option B and complete 14 hours of online workshops combined with 6 hours of school-based learning which is supported by a mentor previously trained by the Droichead Induction Division at Oide or a fully trained PST member.

	OPTION A	OPTION B
	No School-Based Mentoring from a Droichead Induction Division Trained Mentor	Availing of School-Based Mentoring with a Droichead Induction Division Trained Mentor
Workshops*	Minimum 20 hours	Minimum of 14 hours
Reckonable School Based Learning**	N/A	Maximum 6 hours

\*Workshops are currently facilitated via the Oide Droichead Induction Division’s online learning platform

<https://onlinelearning.teacherinduction.ie>

\*\* School must have a trained mentor/PST member.

For further information on completing the Induction Workshop Programme, please see the Droichead Induction Division’s online learning platform <https://onlinelearning.teacherinduction.ie>.

### 3.2 Induction Workshops Programme completed and intending to complete *Droichead*

From September 2018, teachers who previously completed the Induction Workshop Programme (20 hours) requirement may take this into account if participating in the *Droichead* process. The teacher will now be required to attend Cluster Meeting 1 only and will not be required to complete another professional learning activity to meet the Strand B requirements of *Droichead*.

*Please note the following:*

**Note 1:** Substitution of other Cluster Meetings will not be accepted. Cluster Meeting 1 is essential to the completion of *Droichead* as it clarifies the process, requirements, and expectations.

**Note 2:** Attendance at other Cluster Meetings and Additional Professional Learning Activities is optional and a matter for the teacher and the Professional Support Team (PST).



## 4 General Points in relation to *Droichead*

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- 4.1** Teachers engaging in *Droichead* must apply for the *Droichead* process via Login / My Registration on the Council's website [www.teachingcouncil.ie](http://www.teachingcouncil.ie). The *Droichead* process including the eligible service is deemed to have commenced on the date of application. In exceptional circumstances where there is a delay in submitting an application, the process may be deemed to have commenced at a maximum of five working days prior to the application date. Any service completed in advance of that date will not be counted towards the eligible service requirement.
- 4.2** Teachers should always seek the approval of the school/PST before applying for *Droichead*.
- 4.3** In exceptional circumstances a teacher may apply for the *Droichead* process where a Professional Support Team (PST) has completed the first two days of the PST professional development (PST training). It should be noted, however, that concluding the process requires the PST to have completed all the required PST training (must be fully trained). In such circumstances, the teacher's eligible service may be deemed to have commenced on, or subsequent to, the day after the PST has completed the first two days of PST training, or the date of application for the *Droichead* process as outlined in point 4.1 above, whichever is the later.
- 4.4** Cluster meetings must be attended within the timeframe indicated on the application. Attendance at cluster meetings in advance of receipt of email confirming acceptance onto the *Droichead* process will not be considered.
- 4.5** Only fully trained members of the PST are eligible to sign a Form D. Please note, a minimum of two fully trained PST members must sign the form confirming completion of all strands of the process.
- 4.6** The online Form D is the form that should be used for completing the *Droichead* process. Form A should only be submitted if the *Droichead* pilot process was completed prior to 31 August 2016.
- 4.7** Where schools wish to offer *Droichead*, they should contact the *Droichead* Induction Division at Oide regarding PST training and the options available. More information can be found on the *Droichead* Induction section of [www.oide.ie](http://www.oide.ie) or by emailing [droicheadinduction@oide.ie](mailto:droicheadinduction@oide.ie).
- 4.7** For teachers who partially completed *Droichead* during the *Droichead* Pilot the Transitional Arrangements previously put in place still apply.

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