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Supporting the Professional
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Imeacht Athnuachana Droichead

Droichead Refresher Event

Inniu... Today...



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Ag Obair Le Chéile Go Cianda... Working Together Remotely...



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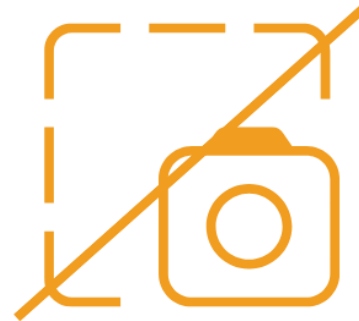
Materials



Screen Name



Confidentiality



No screenshots

Ag Obair Le Chéile Go Cianda... Working Together Remotely...



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Audio and Video Settings



Online Presence

Do Chuid Foghlama, Do Bhealach Your Learning, Your Way



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Choice



Flexibility



Consider

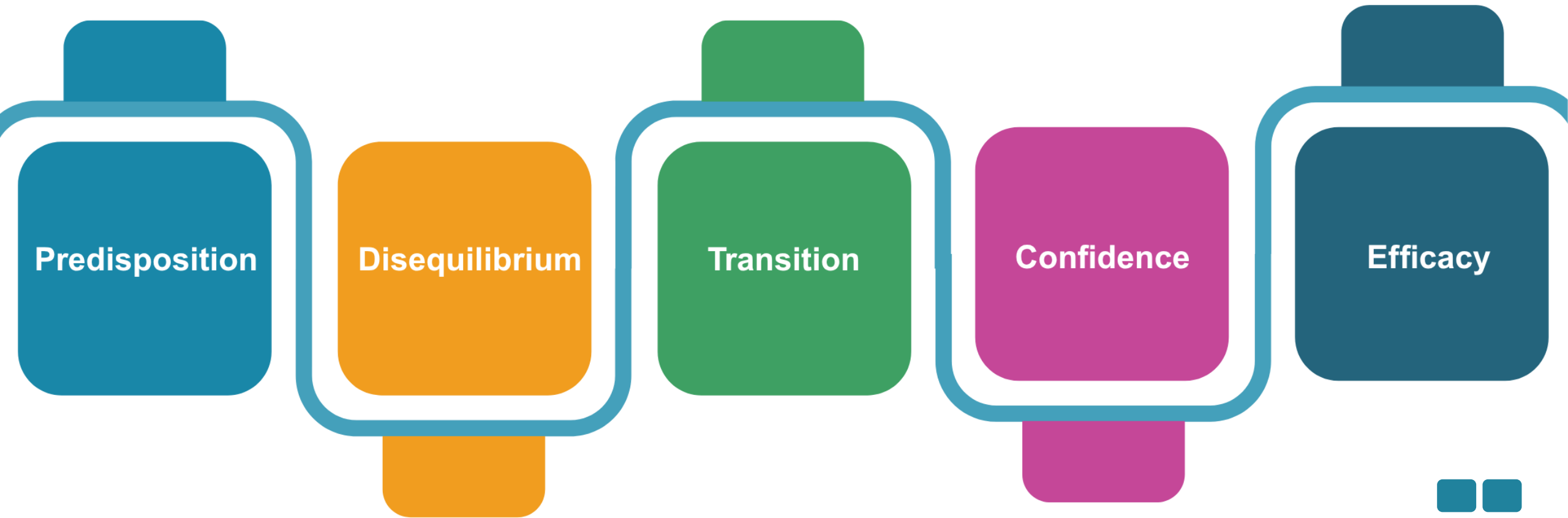
If there is anything we can do to enhance your learning experience today,
please let us know

Céimeanna Forbartha an Mheantóra

Stages of Mentor Development



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(Portner 2005)



Breakout Room



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Cuid a hAon: Forléargas Droichead

Section One: Droichead Overview



Ról an Phríomhoide

The Role of the Principal



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“As a leader of learning in the school, the principal, while not necessarily involved in the Droichead process, fosters a learning culture in which Droichead can flourish, and supports the PST in facilitating a quality induction process...”

”
(Teaching Council 2017, p.7)

Foireann Tacaíochta Gairmiúla (FTG) Professional Support Team (PST)



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Droichead - PST and NQT Roles and Responsibilities - Primary

Droichead

*The main objective of the Droichead process is to **support the professional learning of NQTs** during the induction phase, thus **laying the foundations for subsequent professional growth and learning** for the next phase of their career.*

(Teaching Council, 2017, p. 3)

Droichead and the PST - Role and Suggested Responsibilities

Supporting an NQT through Droichead is always a collaborative process. The dual role of the PST is to:

- guide and advise the NQT during school-based induction, in the first stages of their professional journey
- form a joint declaration with the NQT that they have participated in a quality teaching and learning process.

(Teaching Council 2017)

PST Suggested Responsibilities

Supporting a NQT during Droichead is always a collaborative process, although the roles and responsibilities of PST members may vary in different school contexts and are therefore agreed before the Droichead process commences.

(Teaching Council, 2017, p. 3)

To guide a PST in its roles, some suggested responsibilities are identified below. The list is neither exhaustive nor prescriptive and is open to customisation by a PST. While responsibilities relating to support and mentoring relate to all team members, a PST may designate some of the other responsibilities to identified individuals within the team.

The PST will share its roles and agreed responsibilities with the NQT at their initial meeting.

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Supporting an NQT through Droichead is always a **collaborative** process, as the PST:

- **guides and advises** the NQT during school-based induction, in the first stages of their professional journey
- forms a **joint declaration** with the NQT that they have participated in a quality teaching and learning process

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Droichead Requirements

Complete a period of professional practice in an eligible setting

Contract/offer of employment of 60 days or more in the same setting

Job-sharing contract for the full academic year or a contract of 12.5 hours minimum per week for the full academic year

Early Intervention classes are not eligible settings for the Droichead process

NQTs should remain in the same setting for the duration of their Droichead process

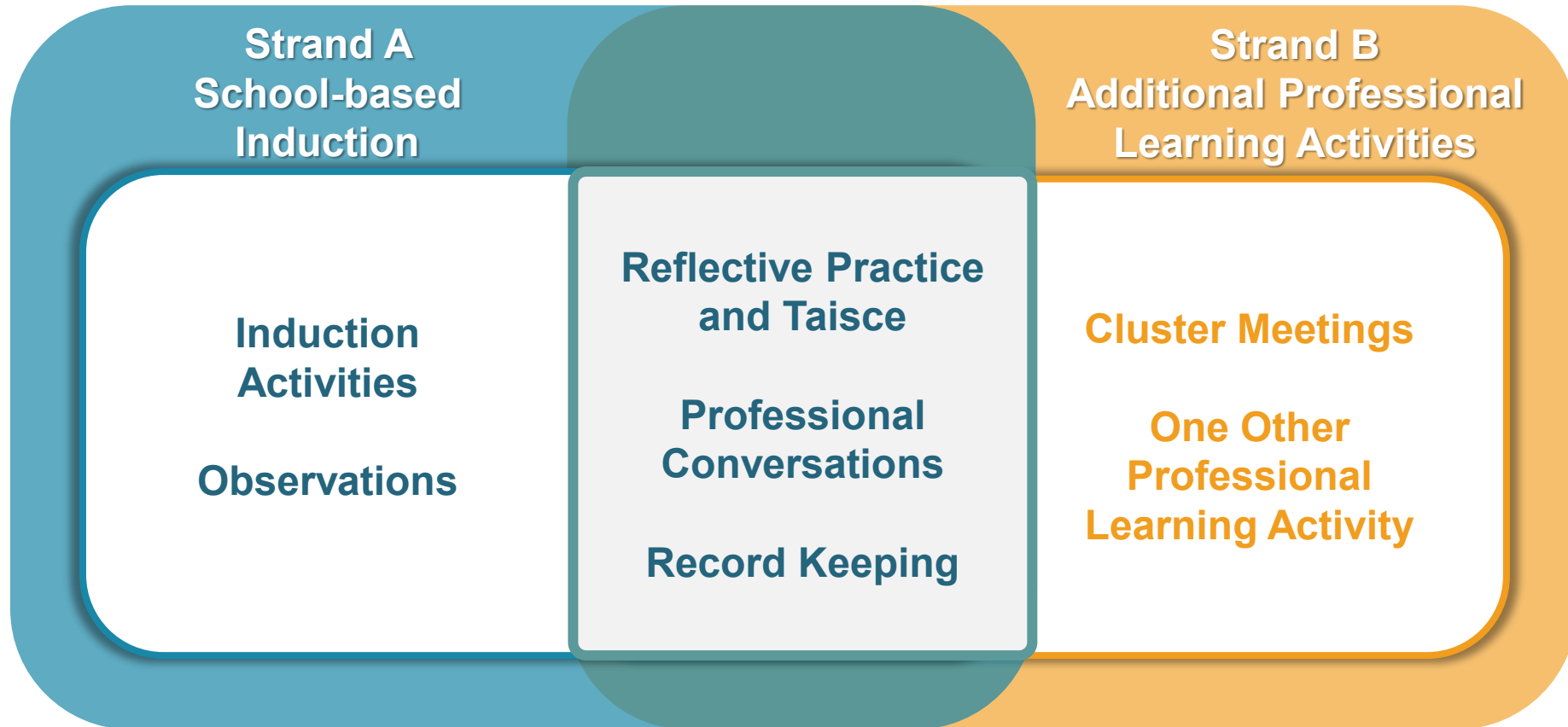


Páirt a Ghlacadh i bPróiseas Droichead

Engaging in the Droichead Process



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Droichead – Príomhchéimeanna

Droichead – Key Steps



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Droichead - Key Steps - Primary

Preparing for a Newly Qualified Teacher (NQT)

- 1. Registering and Training**
 - Select the Professional Support Team (PST) members
 - Register for training: <https://oide.ie/droichead/> or contact primarydroicheadsupport@oide.ie
 - The PST attend training with the Droichead Induction Division
- 2. Planning the process**
 - Initial PST meeting/s
 - Agree PST and NQT Roles and Responsibilities
 - Prepare a draft Droichead Outline Plan
 - Finalise the Welcome Pack
 - Begin to formulate the Induction Policy
 - Arrange presentation to whole staff

Please see [Strand A: School-based Induction](#) for relevant samples and templates referenced above.

Engaging in the process with an NQT

- 3. Activating the process**

NQT applies online via www.teachingcouncil.ie to commence the Droichead process. The NQT provides the school's PST with a copy of the confirmation email received from the Teaching Council. The Droichead process begins upon receipt of this email **and** when a minimum of two PST members have fully completed the first two days of PST Training.
- 4. Beginning the process**

The PST arranges an initial meeting with NQT. Sample agenda available on [Strand A: School-based Induction](#)
- 5. During the process**


The PST and the NQT use the Droichead standards to guide the process. The PST arranges regular meetings and professional conversations for the PST themselves, as well as for the PST with the NQT and these should include **quarterly reviews**. The NQT may select relevant items from their Taisce as a focus for the professional conversations, which are central to the Droichead process.

In collaboration with the NQT, the PST provides appropriate induction activities in line with the NQT's emerging needs, including the aforementioned professional conversations. The PST and NQT maintain records of the school-based induction activities. The PST liaises with the Droichead Induction Division via the school's nominated Link Person.

NQTs engage in **one cluster meeting per term**. Information regarding Cluster Meetings, including the Cluster Meeting Calendar and Cluster Meetings: Important Information and Protocols for NQTs, is available on the [Cluster Meetings section](#) of our website. NQTs should also engage in one other professional learning activity, identified by themselves in accordance with their professional learning needs, in consultation with the PST.
- 6. Concluding the process**

NQT and PST have a professional conversation nearing the conclusion of the process. NQT downloads Form D by logging into the portal on the Teaching Council website. The Joint Declaration (included on Form D) is signed by the NQT and the PST members who supported the NQT during the process. Form D is then re-uploaded in its entirety (all 5 pages) to the portal by the NQT. Having reviewed Form D, the Teaching Council will then remove the Droichead condition from the teacher's registration. It is recommended that the Principal and the PST, with input from the NQT/s, review the Droichead process with a view to enhancing the process (if required) for the next year.

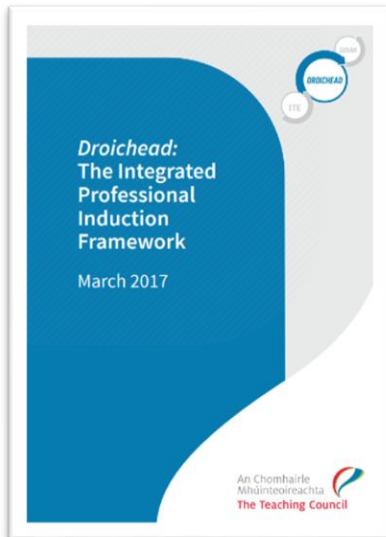
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Sracphlean Droichead Droichead Outline Plan



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Droichead - Outline Plan Calendar Template (with key) - 2025.2026

Sep 2025							Oct 2025							Nov 2025						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6		1	2	3	4	5	6		1	2	3	4	5	6	
7	8	9	10	11	12	13	7	8	9	10	11	12	13	14	15	16	17	18	19	20
14	15	16	17	18	19	20	14	15	16	17	18	19	20	21	22	23	24	25	26	27
21	22	23	24	25	26	27	21	22	23	24	25	26	27	28	29	30	31			
28	29	30					28	29	30	31										

Dec 2025							Jan 2026							Feb 2026						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6		1	2	3	4	5	6		1	2	3	4	5	6	7
7	8	9	10	11	12	13	7	8	9	10	11	12	13	14	15	16	17	18	19	20
14	15	16	17	18	19	20	14	15	16	17	18	19	20	21	22	23	24	25	26	27
21	22	23	24	25	26	27	21	22	23	24	25	26	27	28	29	30	31			
28	29	30	31				28	29	30	31										

Mar 2026							Apr 2026							May 2026						
S	M	T	W	T	F	S	S	M	T	W	T	F	S	S	M	T	W	T	F	S
1	2	3	4	5	6	7	1	2	3	4	5	6		1	2	3	4	5	6	7
8	9	10	11	12	13	14	8	9	10	11	12	13	14	15	16	17	18	19	20	21
15	16	17	18	19	20	21	15	16	17	18	19	20	21	22	23	24	25	26	27	28
22	23	24	25	26	27	28	22	23	24	25	26	27	28	29	30	31				
29	30	31					29	30	31											


June 2026						
S	M	T	W	T	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

Please Note

- NQTs must attend one **cluster meeting** per term during their Droichead process.
- NQTs should also engage in one other **professional learning activity** identified by themselves in accordance with their professional learning needs, in consultation with the PST.
- NQTs should familiarise themselves with 'Droichead: The Integrated Professional Induction Framework' March 2017.
- The Droichead Induction Division will communicate with schools on a regular basis to ensure that up-to-date information is available to PSTs and NQTs.

Induction Activities	■	Observation <u>by</u> the NQT			Date Confirmation Email Received:			PST Members Supporting NQT:
	■	Observation <u>of</u> the NQT		Tentative End Date:				
	■	Other Induction Activities		Cluster Meeting Dates:				
Meetings	■	Professional Support Team	Other Professional Learning Activity:					
	■	PST & NQT(s)						
WholeStaff	■	Quarterly Review	Observation <u>of</u> the NQT:					
	■	Droichead Information						
	■	School Holidays						

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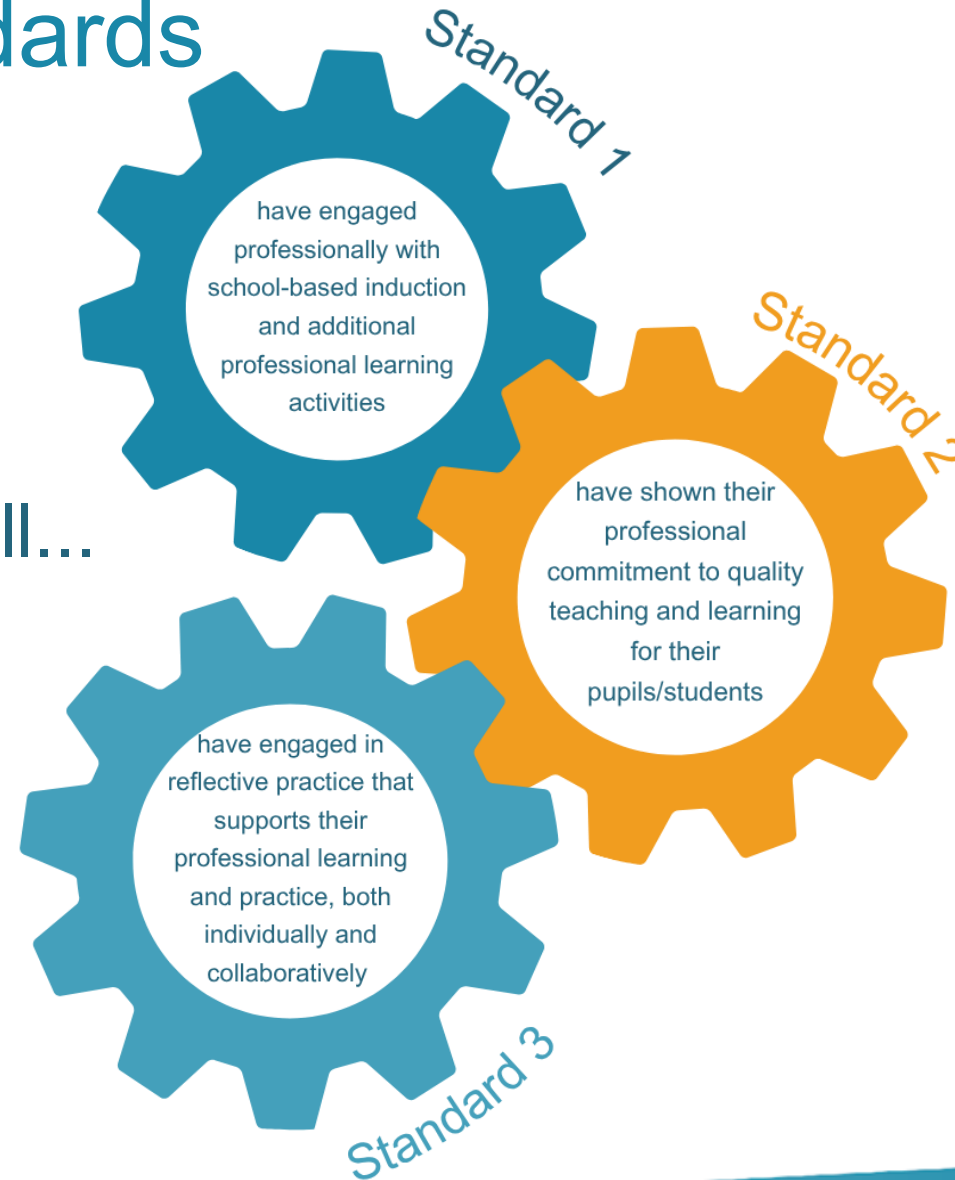


Caighdeáin Droichead Droichead Standards



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The NQT will...



An Chomhairle
Mhúinteoireachta
The Teaching Council

(Teaching Council 2017, p.8)

Samhail Bhreathnóireachta Droichead

Droichead Observation Model



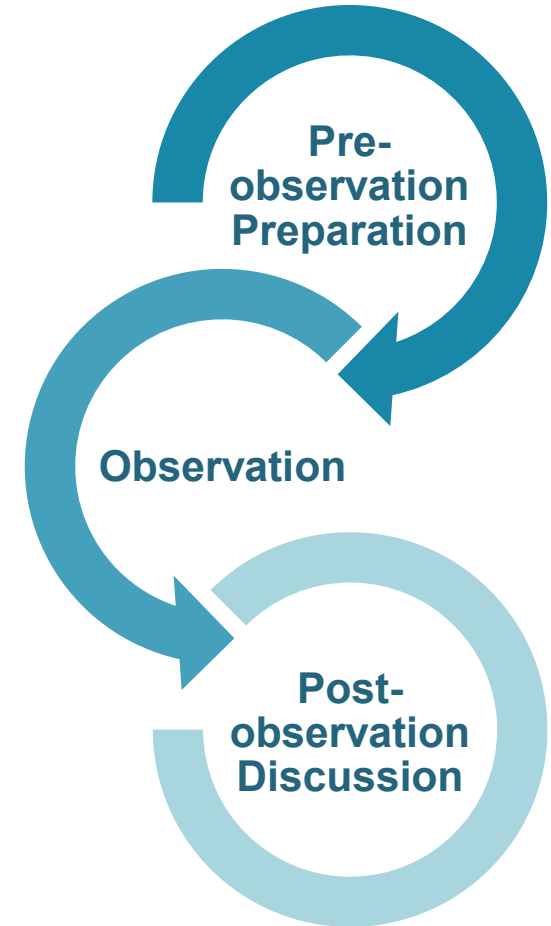
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**NQT Observes
Experienced
Teacher**

**Minimum of 2
observations by
the NQT**

**PST Observes
NQT**

**Minimum of 2
observations of
the NQT**

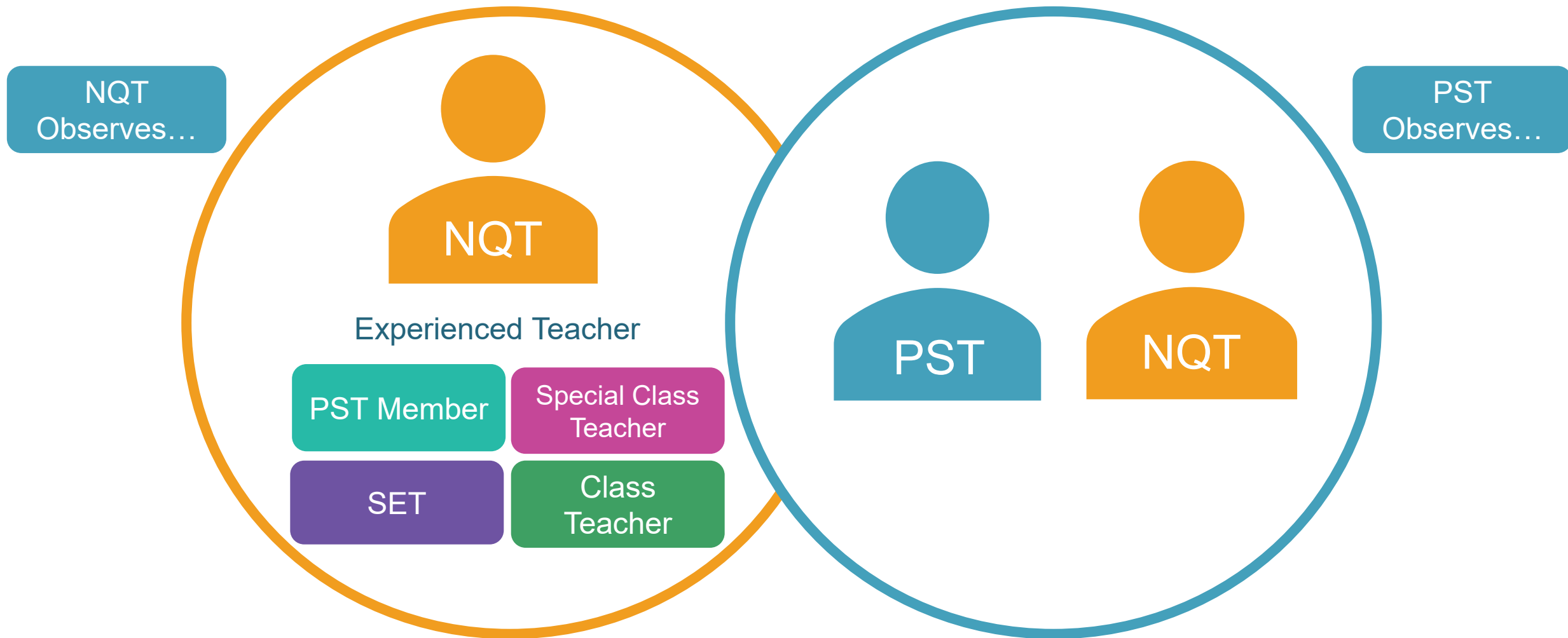


Samhail Bhreathnóireachta Droichead

Droichead Observation Model



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Eolas ar Am Scaoilte Release Time



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- Limited discretionary time —
contact
primarydroicheadsupport@oide.ie
- External PST Member release
time — refer to FAQs
- Release days claimed through
OLCS: ‘Teacher Induction’
- Sample timetables on our website


Number of NQTs undertaking Droichead	In-school release time available to schools per academic year (Days)
0	0
1	4
2-4	5
5-6	6
7+	7

Próiseas Droichead a Thaifeadadh Recording the Droichead Process



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- ❑ Confirmation Email
- ❑ Droichead Outline Plan
- ❑ Droichead Standards Induction Plan
- ❑ Templates for Observations and Action Planning
- ❑ Record of Release Time
- ❑ Minutes of Meetings
- ❑ Review and Reflection
- ❑ Taisce
- ❑ Form D



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Droichead - Record Keeping and the Droichead Process:

Suggested Records - Primary


To facilitate the Teaching Council's quality assurance process, schools are asked to retain records which they have created to support the Droichead process for a minimum of one year and after that, in line with their data protection policy.

Professional Support Team (PST)	Newly Qualified Teacher (NQT)
Droichead Key Steps as a "roadmap" of the process	
Copy of Confirmation Email (Approval to commence Droichead email from TC)	Copy of Confirmation Email (Approval to commence Droichead email from TC)
Droichead Outline Plan [as per Droichead policy]	Droichead Outline Plan [as per Droichead policy]
Each Meeting: agenda/minutes e.g. initial meeting with NQT; records of professional conversations, quarterly reviews; meeting to conclude the process	Each Meeting: agenda/minutes e.g. initial meeting with NQT; records of professional conversations, quarterly reviews; meeting to conclude the process
The Induction Records <ul style="list-style-type: none">Droichead Standards and Induction Plan documentPost-Observation Records	The Induction Records <ul style="list-style-type: none">Droichead Standards and Induction Plan documentPost-Observation Records
Copy of Form D (prior to the NQT submitting it to the Teaching Council)	Copy of Form D (prior to the NQT submitting it to the Teaching Council)
Taisce "A review process is in place where NQTs or the PST wish to raise concerns about the Droichead process. This process includes an informal stage, at school level, and a more formal stage at NIPT level. It also allows for unresolved issues to be escalated to the Teaching Council, via its Droichead Quality Assurance panel" (Teaching Council, 2017, p.7.)	

1.1.7.2 In maintaining records, the PST should respect the privacy of others and the confidentiality of information garnered during the course of the process. They should also be mindful of ethical and data protection considerations, anonymising data where appropriate and taking any measure necessary to restrict access to sensitive information.

1.1.7.3 Where an NQT who has completed some or all of the Droichead process leaves a school, they should be given a copy of the relevant records which the school holds in relation to that process.

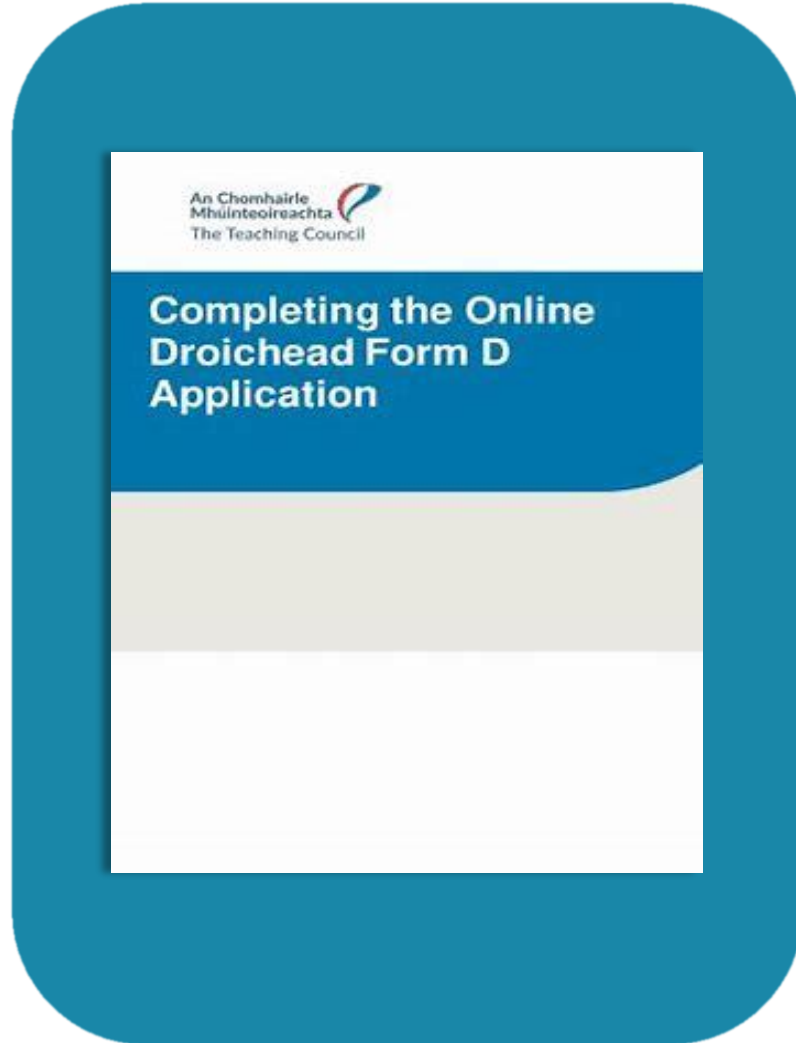
(Teaching Council, 2017, p.6.)

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An Fhoirm D a Chomhlánú ar Líne Completing the Online Form D



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Form Ds must be completed accurately

Falsification of information is taken very seriously by the Teaching Council

The Teaching Council conducts a thorough review of all Form Ds received

PST members receive an email from the Teaching Council once the Droichead condition has been removed from an NQT's registration

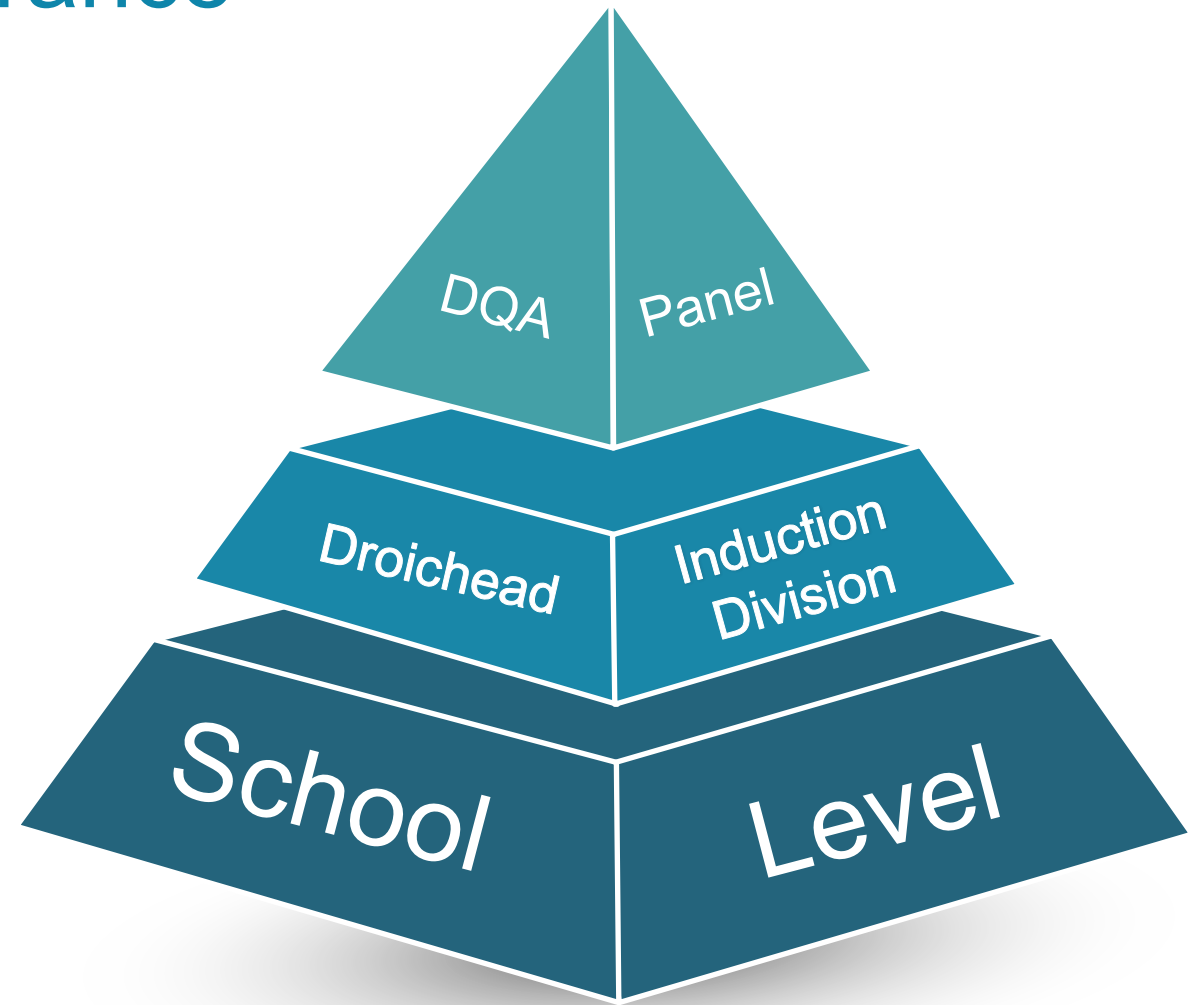
Comhsheasmhacht agus Dearbhú Cáilíochta Consistency and Quality Assurance



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‘A number of mechanisms are in place to assure the quality and consistency of the Droichead process nationally’

(Teaching Council 2017, p. 7)





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Cuid a Dó:

Ag Úsáid ABSA chun
MNCanna agus Baill
FTG a Chumhachtú

Section Two:

Using LAOS to
Empower NQTs and
PST Members



Do Bhealach a Dhéanamh trí Shaol na Scoile

Navigating School Life



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What do these images bring to mind?



Individual
Reflection



Whole Group
Discussion

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In your experience, what aspects of school life and/or professional practice have NQTs brought to discuss during a ‘professional conversation’?



Individual
Reflection

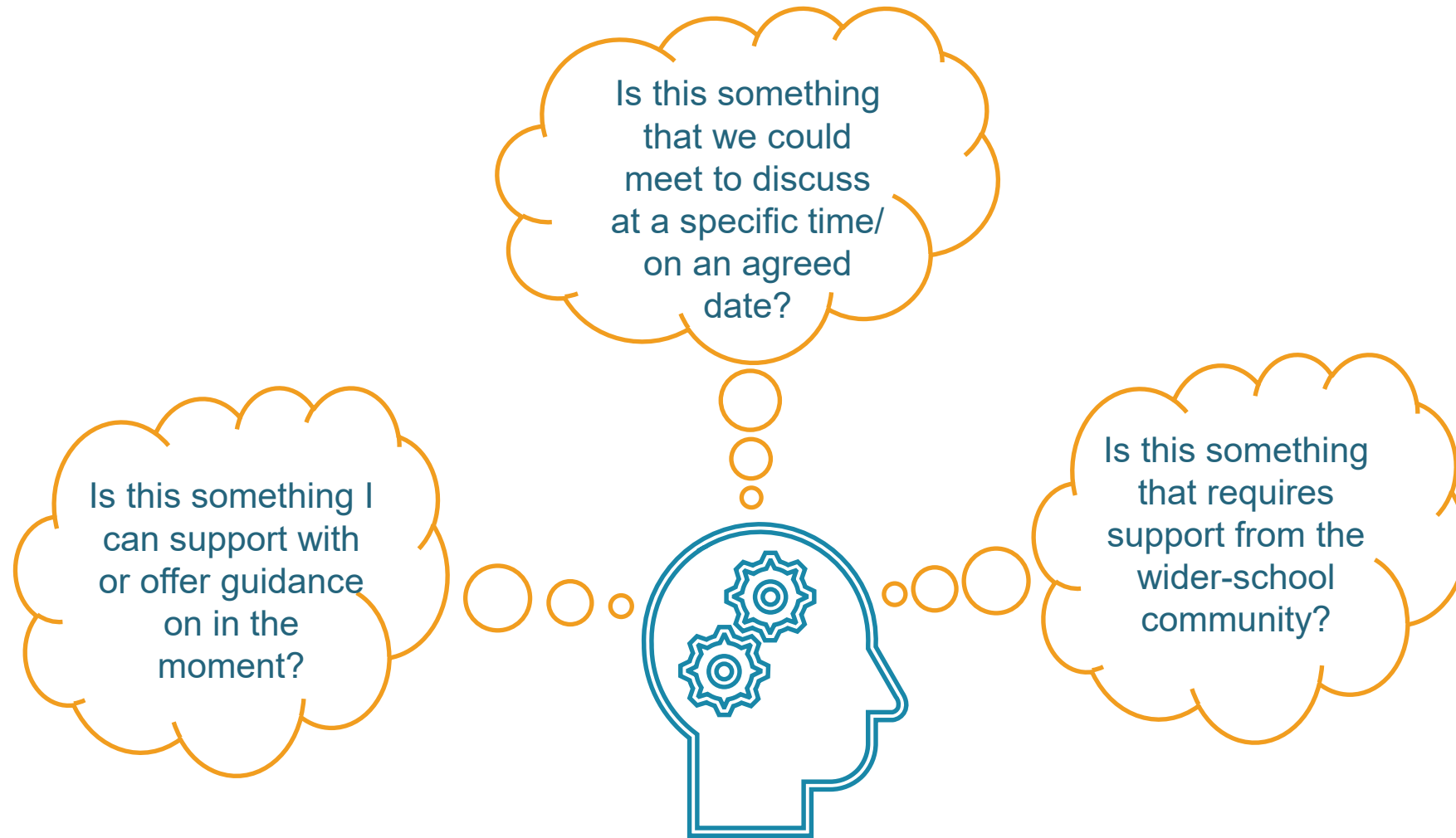


Whole Group
Discussion

Comhráite Gairmiúla agus Gníomhaíochtaí Ionduchtaithe Professional Conversations and Induction Activities



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What aspects of school life and/or professional practice have NQTs brought to discuss during a 'professional conversation'?

Communication with parents



Comhráite Gairmiúla agus Gníomhaíochtaí Ionductaithe Professional Conversations and Induction Activities



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Indicators of Good Practice

What may be indicators of good practice?

teachers use **parent-teacher meetings** and other communication with parents constructively to support parents' meaningful involvement in their children's education (LAOS 2022, p.32)





How might school context impact/ influence the induction activities?

The school has a specific communication policy which includes use of digital communication platforms and information about parent-teacher meetings



School
Context



Whole Group
Discussion



What are some appropriate induction activities to support the NQT in this scenario?



Individual
Reflection



Interactive
Activity



Whole Group
Discussion

Caighdeáin Droichead agus Plean Ionductaithe Droichead Standards and Induction Plan



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Droichead Standards and Induction Plan

The Teaching Council established three standards to support the Droichead process, in guiding the Newly Qualified Teacher (NQT) and Professional Support Team (PST), in relation to NQT professional learning and practice.

Through their engagement in the Droichead process, the NQT will:

1. have engaged professionally with school-based induction and additional professional learning activities
2. have shown their professional commitment to quality teaching and learning for their pupils/students
3. have engaged in reflective practice that supports their professional learning and practice, both individually and collaboratively.

Droichead Standard	Looking at our School (2022) Statement of Practice	Area to Strengthen	Induction Activity
	<i>The statements of practice within Looking at Our School (LAOS) (2022) support NQTs, in collaboration with their PST, to consider effective practice in areas of strength and in areas to strengthen further.</i>	<i>NQTs' area to strengthen are emergent and identified throughout the Droichead process.</i>	<i>Related induction activities are identified in response to emergent areas to strengthen.</i>
Exemplar			
Standard 2: The NQT will have shown their professional commitment to quality teaching and learning for their pupils/students	Teachers are aware of pupils' individual learning needs, interests and abilities and adapt learning and teaching practices accordingly (p.31)	Extending learning opportunities in reading for exceptionally able pupils within the class.	Review the NCCA's 'Exceptionally Able Students – Draft Guidelines for Teachers' Review NCSE Resource 'Exceptionally Able Students and PLC Resources' Check-in meeting between NQT and PST member if required following review of above resources.

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Teoiric a Chur i gCleachtas Putting Theory into Practice



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Scenario 1

An NQT says “I missed Cluster Meeting 1 in term one. What are my options?”

Scenario 2

The Deputy Principal doesn't have a substitute teacher to cover a PST member's class for their scheduled NQT observation this afternoon.

Scenario 3

A PST Member receives a question from an NQT: "What's the best way to approach my first parent teacher meeting? I want to make it meaningful, but I'm not sure where to start."

Scenario 4

An NQT says “I think I'll use our school curriculum in-service day as my one other professional learning activity for Strand B. Is that okay?”



Breakout Room



Whole Group Discussion



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Cuid a Trí: Ceisteanna agus Tacaíochtaí

Section Three: Questions and Supports



Tacaíocht Bhreise Additional Support



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- ✓ The Droichead Induction Division: <https://oide.ie/droichead/home/>
- ✓ Contact the Primary Droichead Induction Team: primarydroicheadsupport@oide.ie
- ✓ Register for Droichead: www.teachingcouncil.ie/registration
- ✓ Contact the Teaching Council: conditions@teachingcouncil.ie
- ✓ Your local Education Support Centre: www.esci.ie

An Chomhairle
Mhúinteoireachta
The Teaching Council



ESCI  Ionaid Tacaíochta Oideachais na hÉireann
Education Support Centres Ireland

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Folláine le Chéile Wellbeing Together



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spectrum
.life

24/7

365 days a year

Employee Assistance Service

Email:

eap@spectrum.life

**Register for your
wellbeing app:**

<https://wellbeingtogether.spectrum.life/login>

**Providing
Counselling
Online
Cognitive
Behavioural
Therapy**

**Freephone:
1800 411 057
SMS:
087 145 2056
WhatsApp:
Text 'Hi' to
087 369 0010**

Ceisteanna Questions



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Ár mBuíochas

To ask for support is a sign of strength