

REQUEST FOR SANCTION OF PATRON FOR APPOINTMENT OF TEACHER

School: _____ Roll No.: _____

Address: _____

Interview Board:

1. _____ 2. _____ 3. _____

Dear Bishop Gavin,

The Board of Management of the above school seeks your sanction for the undernoted appointment:

Successful Applicant: _____

Postal Address: _____

Training College: _____

Years of Training: _____

Post: _____ **From** _____

Permanent Teacher **Fixed Term Teacher**

Substitute/Maternity Leave Teacher

Part-time:	Hours:
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As Chairperson of the Board of Management, I confirm that (please tick)

- This Post has been sanctioned by the DES.
- Rules and Procedures as set out in Chapter 4 of DES Circular 0044/2019
- References have been checked by the Selection Board.**
- A copy of teacher's Catholic Religious Education Diploma has been received.**
- The teacher is registered with the Teaching Council.
- Satisfactory Garda Vetting has been submitted by teacher.
- Satisfactory Medical Fitness Certificate has been obtained (if applicable).
- All records in relation to the selection process are in order and will be kept by the Chairperson for a minimum period of eighteen months.

Signed: _____

Chairperson of Board of Management

Date: _____

- A list, in order of merit, of other candidates who are also deemed suitable shall be retained, by the Chairperson, for use in the event of the post not being filled by the successful applicant.