



AN CHOMHAIRLE MHÚINTEOIREACHTA
The Teaching Council

ANNUAL REPORT 2008/09

CONTENTS

THE TEACHING COUNCIL
ANNUAL REPORT 2008/09

Foreword	4
Director's Report	5

1

Promoting Teaching as a Profession	7
--	---

2

Maintaining and Developing Teaching Standards and Competences and the Quality of Teaching and Learning in the State	9
---	---

3

Regulating the Teaching Profession	12
--	----

4

Developing and Maintaining an Efficient and Effective Organisation to Support the Work of the Council	17
---	----

5

Appendices	
Appendix 1	Council Members.....25
Appendix 2	Council Committees, Working Groups and Panels.....27
Appendix 3	Council Management Structure.....32
Appendix 4	Audited Financial Statements.....33

Foreword

Pat McQuaile Chairperson



Dear Minister,

This annual report reviews the work of the Teaching Council in the year ended 27 March 2009, the last year in the term of office of the inaugural Teaching Council. My predecessor, Joan Ward, chaired the Council for all of the reporting year and she and her colleagues who served on the first Council deserve great credit for the significant achievements during the year and for the foundations laid for the second Council. I would like to thank Joan and her fellow Council members for their commitment to the Teaching Council and for the contribution they have made to teaching in Ireland, to the considerable benefit of our young people.

One of the most significant achievements of the first Council was the publication of *Fás agus Forbairt*, the Council's first strategic plan. It defines the Council's vision and mission and provides challenging and ambitious goals. This annual report sets out the Council's achievements during the reporting year in line with the four key goals identified in the strategic plan. In the Director's Report, Áine Lawlor highlights the main achievements, and I would like to pay tribute to her and her staff for their vital role in progressing the work of the Council.

The Council welcomes the Minister's plans to commence both Section 30 and Part 5 of the Act shortly as indicated at his appointment of the second Council in March 2009 and awaits confirmation of a commencement date for these sections.

There is a pressing need for Section 30 of the Teaching Council Act, 2001 to be commenced. This section, which relates to the requirement to be registered, is the cornerstone of the Act. Its commencement is critically important in the context of the Council's role in maintaining professional standards in teaching.

Looking to the future and the challenges facing the Council, its role in relation to the fitness to teach of

registered teachers is one of its most significant functions. Part 5 of the Teaching Council Act, 2001, which will empower the Council to deal with such matters, has not as yet been commenced by the Minister.

I cannot conclude this foreword without making reference to the context of teaching in Ireland today and, in particular, the economic difficulties faced by our country. The Council takes a keen interest in the application of government policy in the field of education, insofar as it may impact on those areas which are within its remit. Having regard to the critical role of the teaching profession in society, I would urge, on behalf of the Teaching Council, the support of professional standards in teaching by maintaining investment in education and increasing it where possible.

I wish to pay tribute to the Council members and the partners in education represented on the Council: teachers; teacher unions; colleges and universities; school management bodies; parent bodies; and ministerial nominees for the high level of support they have given the Council throughout the year. Each stakeholder group has placed its trust in the Council to fulfil its important statutory mandate and I am confident that, through its work to date, the Council has proved that this trust is well-placed.

On behalf of my fellow Council members, I commend this report to you.

A handwritten signature in dark ink, reading 'P. McQuaile'.

Patrick McQuaile
Chairperson

Director's Report

Áine Lawlor Director



This introduction provides a brief overview of the Council's work during the reporting year (28 March 2008 to 27 March 2009).

Registration

The Council's registration requirements ensure that standards for entry to the profession remain high. During the year, draft Registration Regulations were further refined and they have since been approved by the Minister for Education and Science, Batt O'Keeffe, TD.

The total number of teachers registered at the end of the reporting year was 66,509 of whom 9,031 were registered during the reporting year.

The streamlined graduate application process for all applicants for registration was further refined and a number of on-line interfaces to the Register were developed. An on-line payments facility was also put in place for teachers renewing their registration.

Teacher Education

Throughout the year, work continued on the development of the Council's policy on the continuum of teacher education from initial teacher education, through induction and continuing professional development. Significant progress was made on developing the Council's draft strategy for the review and professional accreditation of programmes of initial teacher education. As part of an extensive consultation process, 11 consultation meetings with the partners in education took place in October 2008.

Codes of Professional Conduct for Teachers

In January 2009, the Council commenced the review of the Codes of Professional Conduct for Teachers, which were first published in 2007.

Research

As part of its second scheme of research bursaries, the Council awarded 34 research bursaries totalling almost €100,000 in September 2008 and announced a third scheme which closed in December 2008.

Promoting Teaching as a Profession

In order to promote teaching as a profession, the Council was represented at a number of career exhibitions. In addition, tenders were invited for the design of www.teach.ie, a new website that aims to promote teaching as a profession, foster a positive attitude towards teaching and inform people of entry routes. Teachers were invited to participate in focus groups to develop the content for the site and the first focus group meeting was held in January 2009.

Fitness to Teach

The Council's Investigating and Disciplinary Committees continued to prepare for the commencement of the Council's role in relation to fitness to teach. Rules of Procedure for Disciplinary Panels were drafted and forwarded to the Minister for Education and Science for consent.

Appointment of the Second Council

The term of office of the first Teaching Council came to an end on 27 March 2009 and, in advance of that, national elections were held to elect 16 teachers to the new Council. A further six teachers were nominated by teacher unions and 15 others were nominated by the Minister, school management bodies, colleges and universities and parents' associations.

Communications

A series of regional meetings for teachers took place in five Education Centres in May 2008 and two issues of the Council's newsletter, *Oide*, were published. A series of communications activities were implemented to coincide with the Teaching Council elections and the registration renewal period.

I would like to thank Joan Ward, Chairperson and all members of the Council for their commitment, engagement and cooperation with the work of the Council throughout the year. I wish also to acknowledge and thank the staff of the Council for their commitment, professionalism and hard work throughout the year.

During the year, I availed of every opportunity to meet with teachers, present to them about the work of the Council and hear their feedback. I would like to take this opportunity to thank them for their engagement with the Council and I hope that, in the months and years ahead, teachers will increasingly develop a sense of ownership of the Council as their professional body.

A handwritten signature in black ink, reading 'Áine Lawlor', written over a dotted line.

Áine Lawlor
CEO/Director

1

Promoting Teaching as a Profession

One of the key functions of the Teaching Council is to promote teaching as a profession. Teaching is promoted in all areas of the Council's work but there were a number of activities in the reporting year which were directly aimed at fulfilling this goal.

1.1 CODES OF PROFESSIONAL CONDUCT FOR TEACHERS

The Council is required to establish, publish, review and maintain codes of professional conduct for teachers. Published in 2007, the Codes of Professional Conduct for Teachers apply to all teachers registered with the Teaching Council. The Codes should also be of interest to anyone seeking to gain a deeper understanding of the teaching profession in Ireland today. They set out the standards



of teaching, knowledge, skill and competence required of registered teachers and they confirm the integrity and status of the profession. Throughout the year, the Codes were promoted at many events such as consultation meetings and information meetings in schools, Education Centres, colleges and universities.

1.2 INFORMATION MEETINGS FOR TEACHERS

Following a series of regional meetings for teachers which took place in 2006 and 2007, the Teaching Council held another series of meetings in counties which were not covered

in the first series. The meetings provided an opportunity for discussion on the work of the Council including the establishment of the Register of Teachers, and in particular, the Codes of Professional Conduct for Teachers. Each meeting was facilitated by the Director of the Teaching Council, Áine Lawlor, and featured an input from a leading expert in the field of education who advocated the status of teaching and the complexity of teaching as a profession. See figure 1 for the schedule of meetings that took place.



Information Meeting for Teachers, Tralee, 22 May 2008

1.3 EXHIBITIONS

Career exhibitions, aimed at those making choices in relation to their future career, provide a valuable opportunity to promote teaching as a profession to potential teachers. During the year, the Council attended a number of career exhibitions. The Council also communicates on an ongoing basis with schools, colleges and universities about teaching as a career.

Fig. 1: Schedule of Information Meetings for Teachers, 2008.

Date	Venue	Guest Speaker
12 May	Blackrock Education Centre	Prof. Sheelagh Drudy, Professor of Education, University College Dublin
13 May	Laois Education Centre	Prof. John Coolahan, Professor Emeritus, NUI Maynooth
14 May	Carrick-on-Shannon Education Centre	Prof. Tom Collins, Professor of Education, NUI Maynooth
15 May	Co. Wexford Education Centre	Prof. John Coolahan, Professor Emeritus, NUI Maynooth
22 May	Tralee Education Centre	Prof. Peadar Cremin, President of Mary Immaculate College, Limerick



Information Meeting for Teachers, Portlaoise, 13 May 2008. Left to right: Dermot Quish, Council Member 2005-2009; Aine Lawlor, Director, The Teaching Council; Prof. John Coolahan, Professor Emeritus, NUIM; Tony Mahon, former Director, Laois Education Centre



Prof. Tom Collins speaking at the Information Meeting for Teachers, Carrick-on-Shannon, 14 May 2008

1.4 WORLD TEACHERS' DAY, 5 OCTOBER 2008

World Teachers' Day was inaugurated by UNESCO in 1966 and the 5 October is set aside by the world community each year to celebrate teachers and the central role they play in nurturing and guiding infants, children, youth and adults through the life-long learning process. To mark World Teachers' Day 2008, the Teaching Council awarded 34 research bursaries totalling €100,000 as part of its second scheme of research bursaries. This event resulted in more than 30 articles in regional newspapers which informed the public about the useful research work being carried out by members of the teaching profession in the areas of teaching, learning and assessment.

1.5 TEACH.IE

In furtherance of its role in promoting teaching as a profession and fostering a positive attitude to teaching, the Council began developing www.teach.ie as an online resource for guidance counsellors, careers officers, parents and those who may be considering teaching as a career. The first in a series of focus groups with teachers to plan the content of the website took place in Limerick in January 2009.

2

Maintaining and Developing Teaching Standards and Competences and the Quality of Teaching and Learning in the State

Excellence in teaching is a core value guiding the Council in its work and is promoted through the Codes of Professional Conduct for Teachers and the Council's role in teacher education.

2.1 CODES OF PROFESSIONAL CONDUCT FOR TEACHERS

The Council is required to establish, publish, review and maintain codes of professional conduct for teachers under the Teaching Council Act, 2001. These include standards of teaching, knowledge, skill and competence. The Council published the Codes of Professional Conduct for Teachers in 2007. Since then, the Council has ensured that they are disseminated as widely as possible. The Council has sought to engage teachers with the Codes and to foster a sense of ownership of them by the profession. A series of information meetings for teachers that focused on the Codes took place in Education Centres during May 2008 (see Section 1.2). In addition, the Spring 2009 newsletter featured an invitation to teachers to review the Codes. To assist this review, prompt sheets and a facility for providing feedback in relation to the Codes were made available on the Council's website. Feedback received to date has welcomed the development of the Codes and the values underpinning the teaching profession stated therein.

2.2 TEACHER EDUCATION

The Teaching Council has significant powers with regard to ensuring the quality of teacher education at all stages on the continuum of teacher education, from initial teacher education through induction and continuing professional development.

2.2.1 *The Continuum of Teacher Education*

In 2007, the Council began the process of drafting a policy paper to set out its vision for the continuum of teacher education from initial teacher education, to induction and continuing professional development. The policy paper will provide the framework within which the Council will implement its functions relating to teacher education.

To inform the development of the policy, the Council commissioned two pieces of research in 2007. A position paper entitled "A Review Paper on Thinking and Policies Relating to Teacher Education in Ireland" was prepared by Professor John Coolahan, Professor Emeritus, NUI Maynooth. This paper draws together the recommendations of key reports on teacher education in Ireland. This was followed by a detailed study entitled "Learning to Teach and its Implications for the Continuum of Teacher Education; A Nine-Country Cross National Study". This study was undertaken by Dr. Paul Conway, Dr. Rosaleen Murphy, Dr. Anne Rath and Professor Kathy Hall from University College Cork and researched teacher education in nine countries including Ireland. Both research reports are available for download on the Teaching Council's website. It is expected that the Council's draft policy on the continuum of teacher education will be published for consultation in 2010.

2.2.2 *Initial Teacher Education*

The Council is empowered to review and accredit programmes of initial teacher education. The Council's role will be distinct

from the academic accreditation which programmes already undergo. Following consultation with the partners in education in early 2008, the Council developed a draft strategy for review and accreditation. A further phase of consultation involving 11 meetings took place in October 2008 and a third phase of consultation was planned at the end of the reporting year. The Council has made significant progress on the development of its Strategy for the Review and Professional Accreditation of Initial Teacher Education and reviews of four programmes will take place in the 09/10 academic year.

During the reporting year, the Council received two applications from colleges and universities for the recognition of new programmes of initial teacher education.

A further 12 applications for recognition were received from degree programmes seeking approval for teaching subjects at post-primary level.

2.2.3 Induction and Probation

The Council's role in relation to induction is to establish procedures in relation to the induction of teachers into the teaching profession. Its role in relation to probation is to establish procedures and criteria for probation.

The relevant sections of the Act have yet to be commenced by way of Ministerial Order. In advance of their commencement, the Council is represented by its Director on the National Steering Committee of the National Pilot Project on Teacher Induction (NPPTI) and on each of the steering committees of the primary and post-primary pillars. This ensures the Council is kept informed on the progress of these committees and this will guide its future deliberations in this area.

The Registration Committee has commenced work in the area of probation.

2.2.4 Continuing Professional Development

The Council's primary role in the area of teachers' continuing professional development (CPD) will be to review and accredit programmes of CPD and to carry out research in this area. It will also promote the importance of CPD and raise awareness of the benefits which it brings to the teacher as a professional.

Although the relevant sections of the Teaching Council Act, 2001 have yet to be commenced by the Minister for Education and Science, the Council's commitment to the continuing professional development of teachers is evidenced across all of its functions. Of particular relevance are its research bursary schemes.

2.2.5 Research Bursaries

The Council awarded 34 bursaries in accordance with its second scheme of research bursaries totalling almost €100,000 at an event on 29 September 2008. The bursaries were awarded to 25 teachers and 9 others who are carrying out research in the area of teaching, learning and assessment. The event saw the launch of the third scheme of research bursaries and also marked World Teachers' Day which is celebrated on 5 October.

Since 2007, there have been three research bursary schemes resulting in 71 research bursaries being awarded. At the time of going to print, 22 completed research reports have been submitted to the Council and the research findings will be disseminated through the Council's website.

The awards highlight that lifelong learning is at the heart of teaching as a profession. The research being undertaken will benefit the individual teacher, the profession and ultimately the pupils in the classroom. Further details on the Council's research bursaries, including the research areas being funded, are available on the Research Page of the Council's website, www.teachingcouncil.ie.



Recipients of the Teaching Council Bursary Awards 2008/2009

Some of the recipients of the Teaching Council Bursary Award pictured with Joan Ward, Chairperson and Áine Lawlor, Director of the Teaching Council

Front row (L:R): Colin McElroy, Colleen Horn, Emma Browne, Paula Kinsella, Jennifer Hennessy, Kathryn McSweeney, Karen Walsh, Réaltán Ní Leannáin, Margaret Deegan

Back row (L:R): Niamh O'Brien, Paul Moroney, Triona Hannon, Joseph Cremen, Dr Margaret Farren, Clare Hynes, Áine Lawlor, Director, Joan Ward, Chairperson, Anna-Marie Higgins, Eileen Butler, Caroline O'Brien, Maura Regan-Walsh, Catríona Cosgrave, Dr Frances Murphy, Fiona Chambers

"The fact that the Council encourages, promotes and supports the continuous professional development of teachers is, in my opinion, an important factor in raising and maintaining high standards."

Primary teacher and bursary recipient, Co. Galway

"This bursary will help my professional development in a number of ways. As a result of carrying out this research my own subject knowledge and the manner in which I deliver the subject has been positively affected and this will inevitably have a positive effect on my pupils."

Post-primary teacher and bursary recipient, Co. Clare

"This bursary award will benefit my research and has provided me with an opportunity to enhance my reflective practitioner skills in many ways."

FE tutor and bursary recipient, Co. Monaghan

3

Regulating the Teaching Profession

The Teaching Council Act, 2001 sets out the Council's responsibilities in relation to the registration and regulation of the teaching profession. They are:

- To maintain the Register of Teachers
- To promote the Codes of Professional Conduct for Teachers
- To conduct inquiries in relation to fitness to teach.

3.1 MAINTAINING THE REGISTER OF TEACHERS

The establishment of the Register of Teachers marked a milestone in the Council's development and, indeed, in the development of teaching as a profession. During the reporting year 9,031 teachers joined the Register. Figure 2 shows a breakdown of newly registered teachers by sector.

Fig. 2: New Registrations by Education Sector, 28 March 2008 to 27 March 2009.

Education Sector	Number of Teachers
Primary (4-12 years)	4,256
Post-primary (12-18 years)	3,805
Post-primary (VEC sector only)	425
Further Education (VEC sector)	479
Montessori and other categories	220
Total	9,185*

* During the reporting year, 9,031 teachers joined the Register. 77 teachers were registered on the basis of qualifications in more than one education sector. This results in there being an additional 154 records in the above table.

The total number of teachers registered at the end of the reporting year was 66,509 (see Figure 3).

Fig. 3: Registration Statistics, 28 March 2008 to 27 March 2009.

Registered as of 28 March 2008	59,487
Plus new graduates	2,907**
Plus other new registrants	6,124
Less non-renewal of registration	(1,719)
Less voluntarily removed	(290)***
Registered as of 27 March 2009	66,509

** The final year results for 3,351 teacher education students were transferred from the colleges and universities to the Council. Of these, 2,907 completed the process of graduate registration.

*** This figure is primarily made up of retired teachers wishing to remove themselves voluntarily from the Register.

3.1.1 Registration Regulations

During the year, the Council further revised the draft Registration Regulations which set out the requirements for registration. The Regulations were forwarded to the Minister for Education and Science and were subsequently approved by him.

3.1.2 Registration of Teachers

The two main routes to registration are:

- Graduates of Teaching Council accredited programmes of initial teacher education in Ireland
- Graduates of initial teacher education programmes completed outside of Ireland.

Programmes of initial teacher education completed in Ireland

The Council has developed a streamlined registration application process for primary and post-primary teachers whose qualifications are awarded in Ireland. As part of this process, 29 visits took place during the year to colleges to brief final year teacher education students about the process of registration. To expedite the process of registration, students were requested to submit consent forms for the transfer of final year exam results, and to complete Garda Vetting and Fitness to Teach forms. The completion of these steps early in the year ensures that newly-qualified teachers are registered before the commencement of the following school year.

Programmes of initial teacher education completed outside of Ireland

The Teaching Council is the designated authority for the recognition of professional qualifications in Ireland (Council Directive No.2005/36/EC) and the competent authority for the recognition of qualifications obtained in a state other than a Member State of the European Communities.

In order to be eligible to be registered as a teacher, applicants must hold qualifications recognised for registration purposes by the Teaching Council. Where qualifications are awarded outside of Ireland and are not automatically recognised by the Teaching Council, applicants

are required to undergo an assessment of their qualifications to determine if they meet registration requirements.

In addition to the two routes as outlined above, the Council has developed a tailored application process for persons wishing to be registered on the basis of qualifications in the VEC Further Education sector.

Details in relation to the number of applications received are set out in Figure 4.

Fig. 4: Applications for Qualification Assessment, 28 March 2008 – 27 March 2009.

Type of Application	Number of Applications Received
Primary	
Individual applications	654
Post-primary	
Individual applications - mainstream post-primary	699
Individual applications - further education	791
Applications from third-level providers for new programme recognition	12
Total number of applications received for qualification assessment	2,156

3.1.3 Evidence of Character

As part of the conditions for entering the Register of Teachers, the Teaching Council seeks evidence of suitability of character. Applicants for registration are requested to:

1. Arrange for their fitness to teach to be certified by an appropriately qualified person;
2. Undergo a process of Garda Vetting and, in the case of applicants with significant periods of residence abroad, supply overseas police clearance.

In parallel with its role in seeking evidence of character as part of the registration process, the Council also coordinates the Garda vetting arrangements for new teachers entering the teaching workforce. From the beginning of the 2006/2007 academic year, in accordance with the Department of Education and Science Circular 0094/2006, vetting became a condition of employment for new teachers and other appointees who have unsupervised access to children and vulnerable adults. "New teachers" are defined as those who are newly qualified or are re-entering the service after a period of three years or more. The Council has agreed to be the authorised body to administer the vetting of such teachers.

In December 2008 the Council convened a meeting of all interested parties in relation to developing a process for the Garda vetting of all teachers who were in service prior to the establishment of the Teaching Council. A working group was formed which has met on a number of occasions and has been actively pursuing this matter.

In the reporting year, 7,309 newly registered teachers completed the evidence of character process. In the case of 217 newly registered teachers who completed the evidence of character process, disclosures relating to convictions and prosecutions received from the Garda Central Vetting Unit were referred to the Council's Evidence of Character Panel for consideration. In line with Council approved guidelines, the Panel decides on the relevance of such a conviction to the teacher's suitability

for registration. In addition, a small number of disciplinary findings by a teaching council or similar body in other jurisdictions was also considered by the Panel. No teacher was refused admission to the Register during the reporting year on the grounds of evidence of character.

During the reporting year, the Council approved updated guidelines for the Evidence of Character Panel to assist it in its consideration of convictions and prosecutions pending. These guidelines were published on the Council's website.

3.1.4 Section 30 of the Teaching Council Act, 2001

Section 30 provides that only registered teachers in recognised schools may be employed as teachers and have their salaries paid from Oireachtas funds. In March 2009, the Council was advised that the Minister for Education and Science will shortly be bringing forward legislation to commence Section 30 of the Act.

3.1.5 Providing Access to the Register

The Register of Teachers holds a range of relevant information including the registration number, employment details, service history and qualifications of every registered teacher. From a statistical perspective, it is a valuable source of information. Differentiated access to the register by registered teachers, payroll authorities and the public was made available via their respective interfaces through the Teaching Council website www.teachingcouncil.ie. Further details on each of the interfaces is set out below.

Registered Teacher Access

This facility allows registered teachers to log in using their registration number and password and view their details as recorded on the Register of Teachers. Teachers can also use this interface to request a change of details.

Paymaster Access

Payroll authorities were provided with access to qualification and registration details on the Register via a secure interface. Such access is only provided where a teacher has consented to the release of this information.

Search the Register

The Search the Register facility allows members of the public to ascertain if a teacher is registered. The information presented regarding a registered teacher is as follows:

- Forename
- Surname
- Registration number
- Education sector as per qualifications
- Where applicable, the name and address of the school in which the teacher is employed as most recently notified.

3.1.6 Registration Renewal

In order to maintain their registration, registered teachers must renew annually on the anniversary of the date of their registration. For approximately 80% of teachers, this date is 28 March. In advance of that date in 2009, 54,000 teachers were invited to renew their registration for the period 2009/2010. For the first time teachers were provided with the opportunity to renew their registration online. The online renewals system has proven to be successful and is being further enhanced. Approximately one third of teachers have renewed using the online facility.

The registration renewal fee of €90, which was approved in 2007, remained unchanged in 2008/2009. The fee underpins the Council's status as an autonomous, regulatory body. The fee can be claimed against tax as a work expense.

3.1.7 Removal of Names from the Register

Where a registered teacher does not apply for renewal of registration, the Council is required to remove the teacher from the Register. In accordance with Section 34 of the Teaching Council Act, 2001, and following a number of reminders to the teachers concerned, 1,719 teachers were removed from the Register of Teachers between 28 March 2008 and 27 March 2009. In addition, 290 teachers requested that their names be removed from the register, the majority of whom were retiring from teaching.

3.1.8 Communications regarding Registration and Renewal

During the reporting year, the Council continued to communicate with teachers about registration and the role of the Teaching Council. In advance of the registration renewal deadlines, the following communications were issued:

- **Renewal Notices** - a registration renewal notice was issued by post to 59,000 teachers.
- **Reminder Emails** - two registration reminder emails were sent to 30,000 teachers who had supplied the Council with their email addresses. The emails informed teachers that important registration documentation had been posted to them.
- **Newsletter** - *Oide*, the Teaching Council's newsletter was sent to all schools in October 2008 and contained an update about registration and renewal.
- **The Council's website**
 - www.teachingcouncil.ie was updated with a comprehensive Frequently Asked Questions section regarding registration renewal.
- **Notices in specialist magazines** - updates were placed in teacher union and management body magazines and websites.
- **Customer Service** - a dedicated telephone call response team was put into operation to deal with a high volume of calls during the registration renewal period. A dedicated email address was also set up.

3.2 PROMOTING THE CODES OF PROFESSIONAL CONDUCT FOR TEACHERS

The Council published Codes of Professional Conduct for Teachers in 2007 which include standards of teaching, knowledge, skill and competence.

During the year, the Council continued to promote the Codes of Professional Conduct amongst teachers, education partners and the wider public. A review of the Codes commenced in 2009.

A copy of the Codes of Professional Conduct was sent to all who registered during the year.

3.3 CONDUCTING INQUIRIES IN RELATION TO FITNESS TO TEACH

Part 5 of the Teaching Council Act, 2001 sets out the Council's investigating and disciplinary functions. When the Minister for Education and Science commences this section, the Council or any person may apply to the Investigating Committee for an inquiry into the fitness to teach of a registered teacher where:

- The teacher has failed to comply with or has contravened the Teaching Council Act, 2001, the Education Act, 1998, the Education (Welfare) Act, 2000 or the VEC Acts, 1930 to 1999
- The teacher's behaviour constitutes professional misconduct* as defined by the Teaching Council Act, 2001
- The teacher's registration is erroneous due to a false or fraudulent declaration or misrepresentation
- He or she is medically unfit to teach.

**Section 41 of the Teaching Council Act, 2001 defines professional misconduct as:*

- Engaging in conduct which is contrary to a code of professional conduct established by the Council
- Engaging in any improper conduct in his or her professional capacity or otherwise by reason of which he or she is unfit to teach.

The Council's Disciplinary Committee will conduct a hearing on a complaint referred to it by the Investigating Committee. Such hearings may lead to a number of sanctions including withdrawal of registration on a temporary or permanent basis.

In March 2009, the Teaching Council wrote to the Minister for Education and Science indicating to the Minister that it was appropriate to commence the Council's powers under Part 5 of the Teaching Council Act, 2001. The Council has since been advised by the Minister that the commencement of Part 5 is imminent.

3.3.1 *The Council's Investigating and Disciplinary Committees*

The Investigating and Disciplinary Committees have held joint meetings as the members continue to plan and prepare for their role in relation to Fitness to Teach. The committees have studied the disciplinary practices of other professional bodies and of neighbouring Teaching Councils. Draft Rules of Procedure for Disciplinary Panels holding inquiries in relation to fitness to teach were agreed by Council in March 2009 and forwarded to the Minister for approval.

4

Developing and Maintaining an Efficient and Effective Organisation to Support the Work of the Council

The Council is mindful of the need to run an effective and cost-efficient organisation and continually reviews its processes and systems to ensure they remain effective.

4.1 FÁS AGUS FORBAIRT, STRATEGIC PLAN 2008-2011

The Council's work has been undertaken in line with the functions of the Teaching Council Act, 2001. In compliance with the requirement for strategic planning in the Code of Practice for the Governance of State Bodies, the Council published *Fás agus Forbairt* in September 2008.

This is the Council's first strategic plan and will guide the Council as it continues to progress the implementation of the Act. The title reflects the Council moving from establishment to a phase of growth (*fás*) and development (*forbairt*). The plan sets out the goals, objectives and strategies which will guide the Council's work over the lifetime of the plan. As the first Council's term of office came to an end in March 2009, it provided continuity for the transition to the new Council.



4.2 APPOINTMENT OF THE SECOND COUNCIL

The term of office of the first Council ended on 27 March 2009. In advance of that date, Election Regulations were drafted by the

Council, approved by the Minister for Education and Science and published as a Statutory Instrument entitled Teaching Council (Election of Members) Regulations 2008 [S.I. No. 386 of 2008].

In accordance with the Regulations, elections were held to fill 16 teachers' places, 9 primary and 7 post-primary, on the second Council. Following notification through the national media, 20 nominations were received. As the number of candidates equalled the number of seats in some voting categories and geographical constituencies, 12 teachers were deemed elected unopposed. A further national newspaper notice was published, confirming that polls would take place in named electoral categories/geographic constituencies to fill the remaining 4 seats.

Following a decision of the Council, and in order to create a wider awareness of the impending polls, an election brochure was produced and circulated to all schools in the country. This contained photographs and manifestos from all 20 nominees. In addition, two posters were circulated to all schools and a series of emails were issued to teachers setting out the various stages in the election process. Unions were briefed on an ongoing basis and provided with material for their member publications.

The polls closed on 26 February, the counting of votes took place on 27 February and the result of the polls was declared. As set out in the Teaching Council Act, 2001, a further six teachers were nominated by the teacher unions. The remaining 15 members of the

second Council were nominated by the colleges of education, specified third-level bodies, school management, parents' associations, and the Minister for Education and Science. The names of all elected and nominated members were forwarded to the Minister for appointment to the Council.

Fig. 5: Electoral Categories and Geographical Constituencies for the Teaching Council Elections 2009.

Education Sector	Number of Seats
1. Primary	(9)
• Connacht/Ulster	2
• Dublin	3
• Leinster	2
• Munster	2
2. Post-primary Voluntary	(4)
• Connacht/Munster/Ulster	2
• Leinster	2
3. Post-primary VEC	(2)
• Connacht/Munster/Ulster	1
• Leinster	1
4. Post-primary Community and Comprehensive	(1)
• Connacht/Leinster/Munster/Ulster	1

The 37 Members of the second Council were formally appointed by the Minister for Education and Science, Mr Batt O'Keeffe, T.D. at a ceremony in the Department's Clock Tower in Marlborough Street on 31 March 2009. The period of office for the second Council runs for three years from 28 March 2009 until 27 March 2012.

4.3 COMMITTEE STRUCTURE

In order to facilitate its work in fulfilling its functions, the Council has established a number of committees, working groups and panels. Details of the functions and membership of each of these is set out in Appendix 2. A schedule of meetings held during the reporting year is included in Figure 6.

4.3.1 Professional Development for Members

Members of the first Council participated in a professional development day in December 2008. The purpose of the day was to critically reflect on the first four years in office.

Members of the second Council participated in a two-day induction in March 2009. Presentations were made by Professor John Coolahan, Prof. Emeritus, NUI Maynooth, Mr. Alan Wall, Principal Officer, Department of Education and Science, and Mr. John Lamont, Registrar, The Medical Council.

Fig. 6: Schedule of Council and Committee Meetings During Year Ended 27 March 2009.

	Number of Meetings
Council	7
Executive Committee	6
Registration Committee	8
Investigating & Disciplinary Committees (joint meetings)	5
Education Committee	7
Finance Committee	6
Audit Committee	3
Evidence of Character Panel	9
Procedures Working Group	7
Gaeilge Working Group	1
Primary Applications Panel	9
Post-Primary Applications Panel	11



Members of the Teaching Council, 2009-2012

Back row (left to right): Christy Maginn, Eleanor Petrie, Dr Anne O'Gara, Jerry Cronin, Dr Pauric Travers, Tim O'Meara, Pat McQuaile, Gerry Malone, Emer Egan, Fergal McCarthy, Noel Buckley, Christy Carroll, Ciarán Flynn, Milo Walsh, Kieran O'Driscoll, Micheál Kilcrann

Front row (left to right): Elaine Devlin, Antoinette Buggle, Susie Hall, Eileen Flynn, Bernadine O'Sullivan, Micheál Ó Griofa, Prof. Kathy Hall, Maree O'Connell, Anita McCann, Alice O'Connell, Áine Lawlor (Director), Vivienne MacSweeney, Minister for Education and Science, Batt O'Keeffe TD, Seán Rowley, Jack Keane, Carmel Bradwell, Anne McElduff, Dr Jim Gleeson, Dr Kevin Marshall, Dympna Mulkerrins, Lily Cronin
(Missing from picture - Oliver Donohoe and Dr Pádraig Hogan)

4.4 CORPORATE GOVERNANCE

The Council is cognisant of the importance of good corporate governance and has been actively implementing the Department of Finance guidelines on corporate governance for State bodies. Through its Audit Committee and its Procedures Working Group, the Council has established a regime of internal financial controls and published its annual report and audited financial accounts. It has also developed a risk assessment and management process, codes of business conduct for both Council members and staff, and a Council code of practice. The latter includes terms of reference for all statutory and standing committees and panels and is available on the Council's website.

Procedures with regard to the disclosure of interest and compliance with the requirements

of the Ethics in Public Office Acts also form part of the Council's corporate governance arrangements.

4.4.1 Professional Advice

In the course of its work, the Council seeks professional advice and support as necessary. During the year, legal advice was sought in relation to a range of issues including registration, the application of the EU Services Directive, the drafting and development of the regulations for the election of Council members and the development of rules of procedures for the Council's fitness to teach function.

The Council also sought professional advice in relation to IT matters, organisational risk assessment, and the drafting of the Council's staff superannuation scheme.

4.5 RESOURCE MANAGEMENT

4.5.1 Human Resources

The sanctioned staff level on the 27 March 2009 remained at 28.5 posts. During the reporting year, temporary staff were engaged during periods of high volume activity such as registration renewals and the summer period of graduate registration. A staff manual was produced that included policies and procedures on a range of human resource issues including bullying, harassment, disciplinary and grievance procedures.

A Partnership Committee was established as a forum for staff and management to discuss and consult on how the Teaching Council conducts its business and manages its operations. Partnership, as an approach to managing organisational change, was originally introduced to the public sector in the 1990s as a means of addressing change and modernisation in the sector. It is actively encouraged in the Teaching Council as a means of communicating between staff and management.

The Council's management structure is included in Appendix 3.

4.5.2 Finance

At the commencement of the reporting year, the Teaching Council became a self-financing body. The Finance Committee oversaw the seamless transition from being funded by the Department of Education and Science to being self-funded through the charging of fees.

One of the main areas of work has been the management of registration renewal fees. In early 2008, 47,000 registered teachers were invited to renew their registration for the period 2008/2009. This was the first time that teachers were requested to pay an annual registration renewal fee. In order to manage the registration fee monies being received, new processes and procedures were put in place. In February 2009, 54,000 teachers with an annual registration renewal date of March (approximately 80% of teachers on the register) were invited to renew their registration for the period 2009/2010. For

the first time teachers were provided with the opportunity to pay their registration fee online. The online renewals system has proven to be successful and is being further refined. Approximately one third of teachers have renewed using the online facility.

The Council's expenditure for the 2008 financial year was €4,232,612. The main items of expenditure included staff costs, rent of premises, postage, publications and IT costs. Income for the period was €6,088,456, consisting mainly of registration and assessment fees. The surplus has arisen due to the delay in the commencement of certain functions of the Teaching Council Act, 2001. Surplus income has been retained to defray future liabilities such as legal expenses and pension costs. The Council's Audited Financial Statements for 2008 are included in Appendix 4.

4.5.3 ICT

The Council's ICT systems are being continually improved in order to create and maintain efficient access to the Register of Teachers and to maintain secure organisational systems.

The Registered Teacher Access facility (see 3.1.5) was extended to allow teachers the option of renewing their registration and paying their registration fee online. This option significantly increased administrative efficiencies by reducing the volume of documentation received at the Council offices. The Registered Teacher Login facility also allows teachers to view all of the information that is stored on the register in relation to them and allows teachers to request an update to their personal or employment details. During the reporting period, there were more than 7,000 discrete requests to update details, 1,000 of which related to changes of address.

During the year, the Search the Register facility was also made available (see 3.1.5). This facility allows a member of the public to ascertain if a teacher is registered. Currently, this feature is used approximately 300 times each week.

In 2008, the use of business intelligence software was extended to provide detailed statistics from the Register of Teachers.

Towards the end of 2008, an ISO (International Organization for Standardization) audit was undertaken in the Council. The Council is currently working on increasing its compliance with the ISO standard. Some of the initial work involved an increase of the physical security of the building, the introduction of CCTV and the staging of a simulated disaster recovery situation.

4.5.4 Accommodation

The offices of the Teaching Council are based in Maynooth, Co. Kildare. The office is open to the public between 9.00 a.m. and 5.00 p.m. Monday to Friday. During the reporting year, the Council leased additional space for file storage purposes.

4.6 COMMUNICATIONS

In order to establish and maintain effective relationships with stakeholders, the Council has developed a planned programme of communications. At all times, consideration is given to ensuring that the most appropriate, efficient and cost-effective communication methods are utilised.



4.6.1 Newsletter

During the year, the Council produced two editions of its newsletter, *Oide*. The first issued in Autumn 2008. The second issued in Spring 2009 and was redesigned as a shorter publication that gave a flavour of the Council's work.

4.6.2 Fás agus Forbairt

The Council's Strategic Plan 2008-2011 was published in September 2008 (see section 4.1). This document guides the Council in its work as it moves from an establishment phase to one of growth (*fás*) and development (*forbairt*).

4.6.3 Annual Report

The Council's Annual Report for 2007/2008 was published in early 2009. It was circulated to all schools on CDROM, and in hard copy to the education partners and public libraries.

4.6.4 Introduction Leaflet

To assist in informing teachers and the wider public about the work of the Council, a new leaflet was produced in February 2009. This leaflet provides a brief introduction to the Teaching Council, explains its areas of responsibility and also its principal functions. The leaflet is distributed at various events and exhibitions.



All publications are available to download from www.teachingcouncil.ie or on request to the Council's offices.

4.6.5 Advertising

As part of the elections campaign for the second Council and in accordance with the Election Regulations, three statutory public notices were placed in the daily newspapers in October 2008, December 2008 and January 2009.

4.6.6 Direct Mailings

The Council wrote directly to schools on eight occasions during the year. In the majority of these mailings, the correspondence was addressed to the Principal with multiple copies enclosed for teaching staff. The Council continues to acknowledge the assistance of school principals in circulating documentation to teachers in their school.

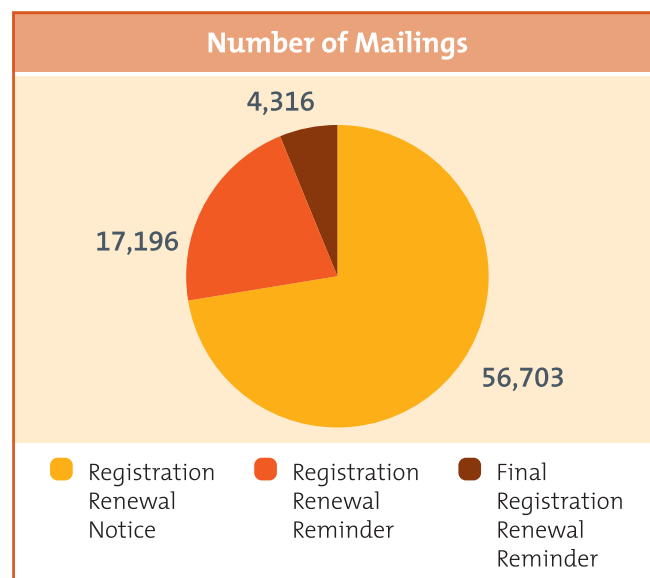
Figure 7 provides details of direct mail campaigns to schools during the year.

Fig. 7: Schedule of Mailings.

Date	Mailing
April 2008	Poster on Regional Meetings with Teachers
September 2008	<i>Fás agus Forbairt</i> , Strategic Plan, 2008-2011
October 2008	Autumn issue (no. 6) of the Teaching Council newsletter, <i>Oide</i>
October 2008	Election poster 1
November 2008	Election poster 2
February 2009	Election Brochure
February 2009	Annual Report 2007/2008 (on CDRom)

On a number of occasions, as part of the registration renewal process, the Council wrote to teachers directly. Mailings regarding registration renewal were sent to 78,215 teachers in total.

Fig. 8: Registration Mailings, 28 March 2008 to 27 March 2009.



4.6.7 Email Updates

Specific news items on the work of the Teaching Council are emailed to teachers on the register who have provided us with an email address for correspondence. During the reporting year, emails were sent in relation to the elections,

the Council's newsletter, and registration renewals (see Figure 9). Sending news items by email is an efficient and cost-effective means of communication with teachers.

Fig. 9: Email Updates.

Subject of Email	Date Sent	No. of Recipients
Spring edition of <i>Oide</i> (newsletter)	07 May 2008	23,014
Elections (1 of 3) and Autumn edition of <i>Oide</i> (newsletter)	14 October 2008	35,093
Elections Email (2 of 3)	08 December 2008	35,087
Elections Email (3 of 3)	02 February 2009	37,180
Registration Renewals	10 March 2009	29,997



4.6.8 Media Relations

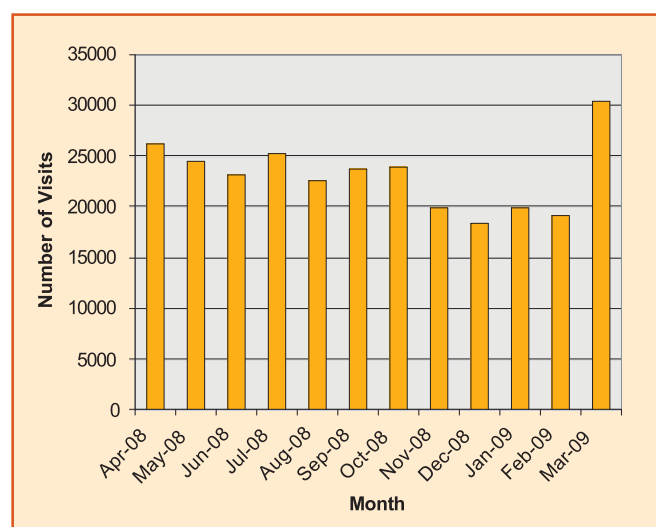
The Teaching Council recognises that the media provide an important channel of communication as well as being a significant target audience in their own right. It seeks to make optimum use of available and appropriate opportunities to increase the profile of the Council, raise awareness of its key messages and uphold the reputation of the teaching profession.

Forty press releases were issued during the reporting year, four of which were general press releases and the remainder were localised to meet the needs of the regional media. In addition, articles were written for a variety of publications.

4.6.9 Website

The website www.teachingcouncil.ie continues to be an important source of information about the work of the Council. In early 2009, work began on the redevelopment of the website content to make it more user-friendly. This included a revision of the Registration section and the inclusion of a new section on Teacher Education.

Fig. 10: Visits to the Teaching Council Website.



Statistics show (see Figure 10) that on average there were 23,162 visitors to the website each month between April 2008 and March 2009 inclusive. This is an increase of 10% on the previous year when the average was 21,000 visitors per month. The figures peaked in March which coincides with the registration renewal period for the majority of teachers (30,391 visits).

4.6.10 Liaison with Representative Bodies

Teacher unions, parents' associations, management bodies and other partners in education provide the Council with an invaluable means of communicating with its target audiences. Throughout the year, the Council has worked in partnership with such bodies to communicate important messages to teachers. The Council appreciates the assistance received from all the representative bodies.

4.7 CUSTOMER SERVICE

The Council recognises the importance of keeping open channels of communication with all the partners in education and with the public.

A one-day workshop on Dealing with Customers was held in-house on 9 October 2008 and was attended by 10 members of staff. This workshop gave practical assistance in providing good customer service.

Plans also commenced to develop a Customer Service Charter. The Charter will contain a statement of standards that the Council will follow when dealing with the public.

4.8 FREEDOM OF INFORMATION AND DATA PROTECTION

The Council is subject to the requirements of the Freedom of Information Acts, 1997 and 2003 (FOI Act) and the Data Protection Acts, 1988 and 2003.

4.9 GAEILGE

The Council makes specific provision for delivery of its services through Irish and follows the requirements of the Official Languages Act, 2003.

To improve the provision of services in Irish, training was provided for a number of staff members wishing to improve their language skills.

The Council's website, which received a "Best Irish Language" Certificate of Merit as part of the Irish eGovernment Awards in 2008, continues to be improved. It also has its own web address in Irish – www.oide.ie.

5

Appendices

- Appendix 1** Council Members
- Appendix 2** Council Committees, Working Groups and Panels
- Appendix 3** Council Management Structure
- Appendix 4** Audited Financial Statements

APPENDIX 1

Council Members

The Council is made up of 37 members as follows:

- Eleven primary teachers, nine of whom are elected and two of whom are teacher union nominees
- Eleven post-primary teachers, seven of whom are elected and four of whom are teacher union nominees
- 2 nominated by Colleges of Education
- 2 nominated by specified third level bodies
- 4 nominated by school management (two primary and two post-primary)
- 2 nominated by parents' associations (one primary and one post-primary), and
- 5 nominated by the Minister for Education and Science, including one representing each of IBEC and ICTU.

Council Members, 28 March 2008 to 27 March 2009

Member		Sector
Christy Carroll	Elected	Primary Schools
Prof. Peadar Cremin	Nominee	Colleges of Education
Lily Cronin	Elected	Voluntary Secondary Schools
Oliver Donohoe	Nominee	Minister (ICTU)
Prof. Sheelagh Drudy	Nominee	Universities & Named Third Level Colleges
Derek Dunne	Nominee	TUI (resigned January 2009)
Emer Egan	Nominee	Minister
Dr Jim Gleeson	Nominee	Universities & Named Third Level Colleges
Tommy Glynn	Elected	Vocational Schools
Susie Hall	Elected	Community & Comprehensive Schools
Jack Keane	Elected	Voluntary Secondary Schools
Justin MacCarthy	Elected	Primary Schools
Christopher Maginn	Nominee	ASTI
Gerry Malone	Nominee	INTO
Dr Kevin Marshall	Nominee	Minister (IBEC)
Anita McCann	Nominee	National Parents' Council (Primary)
Anne McElduff	Nominee	INTO
Patrick McQuaile	Elected	Vocational Schools
Dympna Mulkerrins	Elected	Primary Schools
Máire Ní Laoire	Nominee	ASTI
Tomás Ó Cruadhlaich	Nominee	Minister
George O'Callaghan	Nominee	School Management (Post-primary)
Maree O'Connell	Elected	Primary Schools
Msgr Dan O'Connor	Nominee	School Management (Primary)
Deirdre O'Donoghue	Nominee	School Management (Primary)
Kieran O'Driscoll	Nominee	Minister
Dr Anne O'Gara	Nominee	Colleges of Education
Mícheál Ó Gríofa	Elected	Primary Schools
Tim O'Meara	Nominee	TUI (appointed February 2009)
Bernadine O'Sullivan	Elected	Voluntary Secondary Schools
Eleanor Petrie	Nominee	National Parents' Council (Post-primary)
Dermot Quish	Elected	Voluntary Secondary Schools
Seán Rowley	Elected	Primary Schools
Jacqueline Sheil	Nominee	TUI
Jacinta Stewart	Nominee	School Management (Post-primary)
Milo Walsh	Elected	Primary Schools
Eileen Ward	Elected	Primary Schools
Joan Ward	Elected	Primary Schools

APPENDIX 2

Council Committees, Working Groups and Panels

In order to facilitate its work, the Council has established a number of committees, working groups and panels. Details of the functions and membership of each of these are set out below.

THE EXECUTIVE COMMITTEE

The Executive Committee is designed to facilitate the efficient and effective functioning of the Council by conducting the business of the Council between general meetings of the Council. Its specific functions include the following:

- Providing a co-ordinating mechanism to take action on overarching issues as they may arise
- Acting on behalf of the Council when, due to time constraints or other circumstances, it is not possible to arrange a general meeting of the Council
- Making interim orders on behalf of the Council in urgent situations where the Council is unable to meet at short notice
- Reviewing and making recommendations to the Council in respect of the establishment, membership, terms of reference and continuance of committees
- Reporting regularly to the Council.

For the year to 27 March 2009, the Executive Committee was composed of the following 11 members

Joan Ward (Chair)
Emer Egan
Dr Jim Gleeson
Tommy Glynn
Susie Hall
Gerry Malone
Anne McElduff
Pat McQuaile
Tomás Ó Cruadhlaich
Bernadine O'Sullivan
Eleanor Petrie

THE INVESTIGATING COMMITTEE

When Part 5 of the Teaching Council Act is commenced, the Council or any person may apply to the Investigating Committee for an inquiry into the fitness to teach of a registered teacher where:

- The teacher has failed to comply with or has contravened the Teaching Council Act, 2001, the Education Act, 1998, the Education (Welfare) Act, 2000 or the VEC Acts, 1930 to 1999 or any regulation, rules or orders made under these Acts
- The teacher's behaviour constitutes professional misconduct as defined by the Teaching Council Act, 2001
- The teacher's registration is erroneous due to a false or fraudulent declaration or misrepresentation, or
- He or she is medically unfit to teach.

The Committee will not routinely become involved in day-to-day contractual or disciplinary matters, or in hearing complaints which can be more appropriately dealt with at local level.

When it is deemed appropriate to do so, the Committee will refer an application to the Disciplinary Committee.

For the year to 27 March 2009, the Investigating Committee was composed of the following 11 members

Tommy Glynn (Chair)
Oliver Donohoe
Derek Dunne (resigned Jan 09)
Christy Maginn
Máire Ní Laoire
Maree O'Connell
Deirdre O'Donoghue
Micheál Ó Gríofa
Tim O'Meara (appointed Feb 09)
Eleanor Petrie
Jacinta Stewart
Milo Walsh

THE DISCIPLINARY COMMITTEE

When Part 5 of the Teaching Council Act, 2001 is commenced a panel of the Disciplinary Committee will conduct a hearing on a complaint referred to it by the Investigating Committee. This hearing is conducted in accordance with Section 43 and Schedule 3 of the Teaching Council Act, 2001, and the associated rules and procedures which have been drawn up by the Council. Based on the hearing, the panel may find a teacher unfit to teach, or it may dismiss the application. The panel makes its report to the Disciplinary Committee.

Where a finding of “unfit to teach” is reached, the Committee applies an appropriate sanction which may involve withdrawal of registration on a temporary or permanent basis or continuing registration subject to a number of conditions.

**For the year to 27 March 2009,
the Disciplinary Committee was
composed of the following
13 members**

Joan Ward (Chair)
Christy Carroll
Lily Cronin
Emer Egan
Jack Keane
Justin MacCarthy
Dr Kevin Marshall
Anita McCann
Pat McQuaile
George O’Callaghan
Msgr Dan O’Connor
Jacqueline Sheil
Eileen Ward

THE REGISTRATION COMMITTEE

The Registration Committee advises the Council and makes recommendations in all areas relating to the registration of teachers by the Council. This work includes advising and making recommendations on:

- the regulations governing registration
- the processes for implementing such regulations
- the process used for the review of panel decisions
- the composition and terms of reference of the Primary and Post-primary Applications Panels and the Evidence of Character Panel
- the appointment of assessors to assist the Applications Panels and the Review of Decision process
- advising the Council on the form of certification to be issued
- criteria and guidance for the assessment of qualifications for registration purposes
- issues relating to evidence of character and probation.

In addition, the Registration Committee, acting on behalf of the Council, reviews registration application decisions made by the Primary and Post-primary Applications Panels and the Evidence of Character Panel, where so requested by the applicant. It does this in accordance with the Review of Decision process adopted by the Council. This is available for download from the Council’s website.

**For the year to 27 March 2009,
the Registration Committee was
composed of the following
13 members**

Pat McQuaile (Chair)
Prof. Peadar Cremin
Prof. Sheelagh Drudy
Derek Dunne (resigned Jan 09)
Jack Keane
Justin MacCarthy
Máire Ní Laoire
George O’Callaghan
Msgr Dan O’Connor
Tomás Ó Cruadhlaioich
Kieran O’Driscoll
Micheál Ó Gríofa
Tim O’Meara (appointed Feb 09)
Seán Rowley

THE FINANCE COMMITTEE

The Finance Committee oversees the Council's financial affairs including the preparation of the annual budget, the ongoing monitoring of income and expenditure and the Council's general administrative arrangements.

Its functions include:

- Reviewing and reporting on the financial affairs of the Council
- Considering the annual budget
- Reviewing actual income and expenditure against the budget at regular specified intervals during the annual budget cycle and ensuring a revised budget is prepared where necessary
- Supervising the disbursement of funds
- Reviewing and making recommendations with respect to the Council's fees
- Liaising with and preparing accounts for the auditors and reporting to the Council on its financial affairs.

**For the year to 27 March 2009,
the Finance Committee was
composed of the following
5 members**

Bernadine O'Sullivan (Chair)
Anita McCann
Kieran O'Driscoll
Seán Rowley
Jacqueline Sheil

THE EDUCATION COMMITTEE

This committee has responsibility for drafting submissions and making recommendations to the Council on a number of areas of the Council's work including:

- The standards of education and training that should apply to persons entering programmes of teacher education in the State and the review and accreditation of such programmes
- The review of the standards of knowledge, skills and competence required for the practice of teaching
- Matters relating to the induction of new members to the profession
- The promotion of the continuing education, training and professional development of teachers; and, the review and accreditation of programmes of continuing professional development
- The drafting and review of codes of professional conduct for teachers
- The promotion of teaching as a profession
- The Council's communications strategy
- The Council's research policy.

**For the year to 27 March 2009,
the Education Committee was
composed of the following
13 members**

Gerry Malone (Chair)
Lily Cronin
Oliver Donohoe
Dr Jim Gleeson
Dr Kevin Marshall
Pat McQuaile
Dympna Mulkerrins
Deirdre O'Donoghue
Dr Anne O'Gara
Dermot Quish
Jacqueline Sheil
Jacinta Stewart
Eileen Ward

THE AUDIT COMMITTEE

The Audit Committee monitors the systems, financial controls and procedures of the Council to ensure they operate in an orderly and efficient manner.

For the year to 27 March 2009, the Audit Committee was composed of the following 6 members

Dr Kevin Marshall (Chair)
Oliver Donohoe
Emer Egan
Kieran O'Driscoll
Bernadine O'Sullivan
Jacqueline Sheil

EVIDENCE OF CHARACTER PANEL

The Council's Evidence of Character Panel assesses the evidence of character of applicants seeking to register as teachers with the Council. It does so having regard to approved guidelines which are available for download from the Council's website, www.teachingcouncil.ie.

Where the Panel decides that an applicant's evidence of character renders her/him unsuitable for registration purposes, the Panel will notify the applicant of its decision, the reasons for that decision and the courses of action open to the applicant at that point. The Panel then prepares a report for the attention of the Registration Committee.

For the year to 27 March 2009, the Evidence of Character Panel was composed of the following 6 members

Eleanor Petrie (Chair)
Tommy Glynn
Susie Hall
Maree O'Connell
Kieran O'Driscoll
Milo Walsh

PRIMARY APPLICATIONS PANEL

This panel reviews the recommendations of staff and/or external assessors in respect of the suitability, for registration purposes, of applicants' qualifications in the primary sector. It reports to the Registration Committee.

For the year to 27 March 2009, the Primary Applications Panel was composed of the following 6 members

Seán Rowley (Chair)
Prof. Peadar Cremin
Emer Egan
Justin MacCarthy
Msgr Dan O'Connor
Micheál Ó Gríofa

POST-PRIMARY APPLICATIONS PANEL

This panel reviews the recommendations of staff and/or external assessors in respect of the suitability, for registration purposes, of applicants' qualifications in the post-primary (including further education) sector. It reports to the Registration Committee.

For the year to 27 March 2009, the Post-primary Applications Panel was composed of the following 9 members

Pat McQuaile (Chair)
Prof. Sheelagh Drudy
Derek Dunne (resigned Jan 09)
Dr Jim Gleeson
Jack Keane
Máire Ní Laoire
George O'Callaghan
Tomás Ó Cruadhlaich
Kieran O'Driscoll
Tim O'Meara (appointed Feb 09)

PROCEDURES WORKING GROUP

The Procedures Working Group, which reports to the Executive Committee, was established to assist the Council in achieving its corporate governance objectives through, for example, the drafting of the Council's Code of Practice. The group was also tasked with drafting election regulations in preparation for the election of teacher members to the second Council in March 2009.

For the year to 27 March 2009, the Procedures Working Group was composed of the following 4 members

Micheál Ó Gríofa (Chair)
Pat McQuaile
Bernadine O'Sullivan
Brendan O'Dea (Deputy Director)

GAEILGE WORKING GROUP

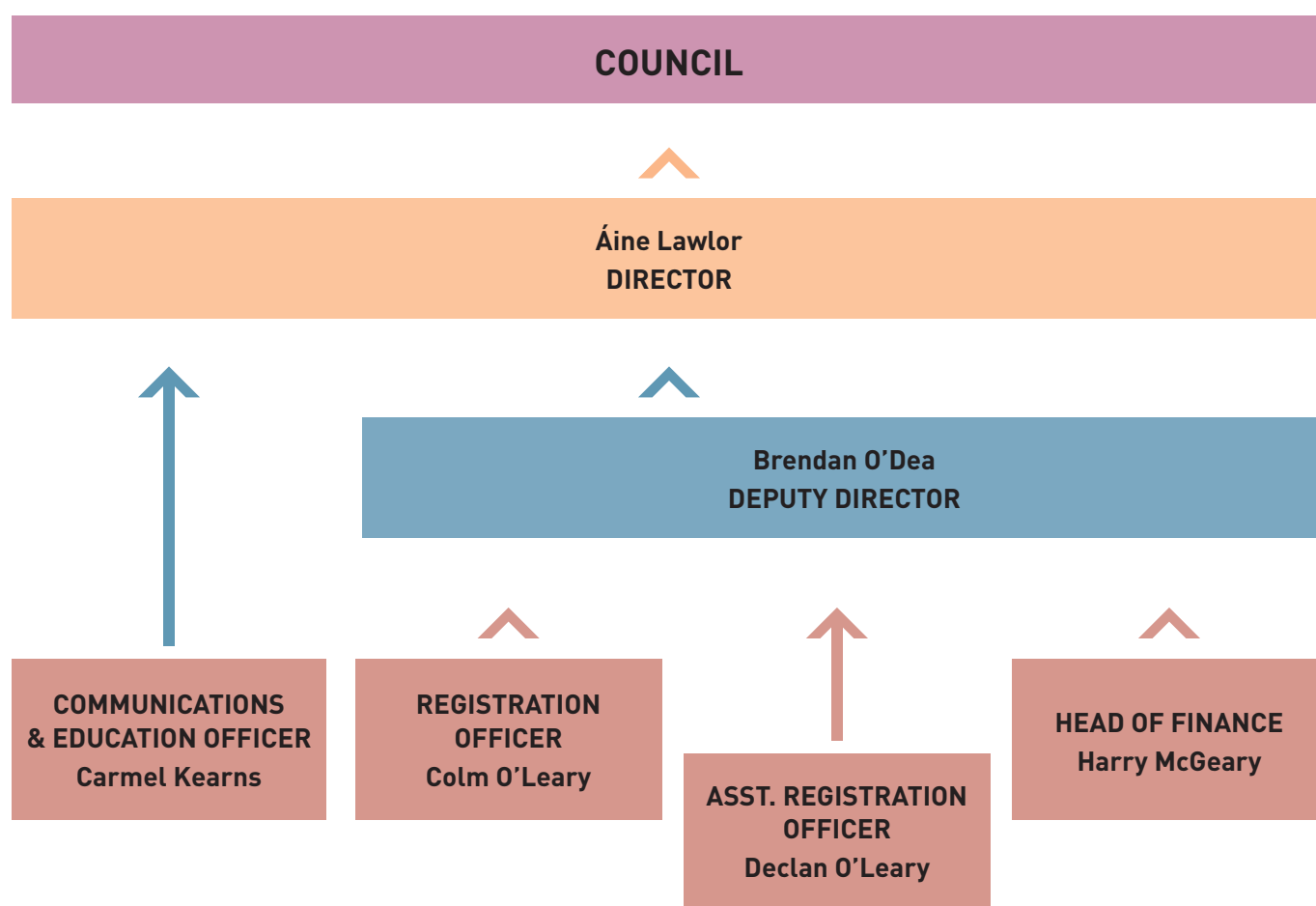
The Working Group on Gaeilge, which reports to the Executive Committee, was set up to consider matters relating to the Irish language requirement for primary teachers who qualified outside of Ireland.

For the year to 27 March 2009, the Gaeilge Working Group was composed of the following 5 members

Tomás Ó Cruadhlaich (Chair)
Máire Ní Laoire
Eileen Ward
Joan Ward
Áine Lawlor (Director)

APPENDIX 3

Council Management Structure - as of 28 March 2009



APPENDIX 4

Audited Financial Statements

Auditors	Anne Brady McQuillans DFK Chartered Accountants & Registered Auditors Iveagh Court Harcourt Road Dublin 2
Business Address	Block A Maynooth Business Campus Maynooth Co. Kildare Ireland
Bankers	Bank of Ireland Main Street Maynooth Co. Kildare AIB Bank plc Main Street Maynooth Co. Kildare
Solicitors	McDowell Purcell Partnership Solicitors The Capel Building Mary's Abbey Dublin 7 Arthur Cox Solicitors Earlsfort Centre Earlsfort Terrace Dublin 2

CONTENTS

Council's Report	35
Statement of Council's Responsibilities	36
Independent Auditors' Report	37 - 38
Income and Expenditure Account	39
Balance Sheet	40
Cash Flow Statement	41
Notes to the Financial Statements	42 - 48

COUNCIL'S REPORT
for the year ended 31 December 2008

The Council presents its report and the financial statements for the year ended 31 December 2008. The Teaching Council (An Chomhairle Mhúinteoireachta) was established on a statutory basis on 28 March 2006 in accordance with the Teaching Council Act, 2001.

Principal Activity

The principal activity of The Teaching Council is to promote teaching as a profession at primary and post-primary levels, to promote the professional development of teachers and to regulate standards in the teaching profession.

Results

The surplus for the year after providing for depreciation and taxation amounted to €1,855,349 (2007: €234,398)

Books of Account

The Council is responsible under Section 18 of the Teaching Council Act, 2001, for keeping proper books of account which disclose with reasonable accuracy at any time the financial position of the organisation. The Council is also responsible for safeguarding the assets of the organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The books of account of the The Teaching Council are maintained at Maynooth Business Campus, Maynooth, Co. Kildare.

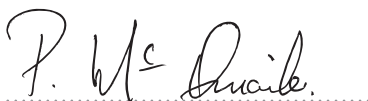
Auditors

The auditors, Anne Brady McQuillans DFK, have indicated their willingness to continue in office.

Events After the Balance Sheet Date

There have been no circumstances or events subsequent to the year end, which require adjustment to, or disclosure in, the financial statements or in the notes thereto.

On behalf of the Council.



Patrick McQuaile
Chairperson

Date: 22 June 2009



Áine Lawlor
CEO/Director

STATEMENT OF COUNCIL'S RESPONSIBILITIES FOR THE FINANCIAL STATEMENTS

The Council is responsible for preparing the Annual Report and the Financial Statements in accordance with applicable Irish law, including Section 18 of the Teaching Council Act, 2001 and Generally Accepted Accounting Practice in Ireland including the accounting standards issued by the Accounting Standards Board and published by the Institute of Chartered Accountants in Ireland.

Irish law including Section 18 (2) of the Teaching Council Act, 2001, requires the Council to prepare financial statements for each financial year that give a true and fair view of the state of affairs of the organisation for that period.

In preparing the financial statements, the Council is required to:

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the organisation will continue in business.

The Council confirms that it has complied with the above requirements in preparing the financial statements.

The Council is responsible for keeping proper books of account which disclose with reasonable accuracy at any time the financial position of the organisation and enables it to ensure the financial statements are prepared in accordance with accounting standards generally accepted in Ireland and with Irish Law including Section 18, of the Teaching Council Act, 2001.

The Council is responsible for safeguarding the assets of the organisation and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Council is responsible for the maintenance and integrity of the website. Legislation in the Republic of Ireland concerning the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

On behalf of the Council



Patrick McQuaile
Chairperson

Date: 22 June 2009



Áine Lawlor
CEO/Director

INDEPENDENT AUDITORS' REPORT TO THE COUNCIL MEMBERS OF THE TEACHING COUNCIL

We have audited the financial statements of The Teaching Council for the year ended 31 December 2008 which comprise the Income and Expenditure Account, Balance Sheet, Cash Flow Statement and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies therein.

Respective Responsibilities of the Council and Auditors

The Council's responsibilities for preparing the Council's report and the financial statements in accordance with applicable Irish law including Section 18 of the Teaching Council Act, 2001, and the accounting standards issued by the Accounting Standards Board and published by The Institute of Chartered Accountants in Ireland (Generally Accepted Accounting Practice in Ireland) are set out in the Statement of Council's Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

This report is made to the Council's members, as a body in accordance with Section 18 of the Teaching Council Act, 2001. Our audit work has been undertaken so that we might state to the Council's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the organisation and the Council's members as a body, for our audit work, for this report, or for the opinion we have formed.

We report to you our opinion as to whether the financial statements give a true and fair view, in accordance with Generally Accepted Accounting Practice in Ireland, and are properly prepared in accordance with Irish Law including Section 18 of the Teaching Council Act, 2001. We also report to you whether in our opinion: proper books of account have been kept by the organisation; and whether the information given in the Council's Report is consistent with the financial statements. In addition, we state whether we have obtained all the information and explanations we consider necessary for the purposes of our audit and whether the organisation's financial statements are in agreement with the books of account.

We read the Council's report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of Audit Opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Council in the preparation of the financial statements, and of whether the accounting policies are appropriate to the organisation's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

**INDEPENDENT AUDITORS' REPORT
TO THE COUNCIL MEMBERS OF THE TEACHING COUNCIL**

Opinion

In our opinion the financial statements:

- give a true and fair view, in accordance with Generally Accepted Accounting Practice in Ireland, of the state of the council's affairs as at 31 December 2008 and of its results for the year then ended; and
- have been properly prepared in accordance with the requirements of Irish Law including Section 18 of the Teaching Council Act, 2001.

We have obtained all the information and explanations we consider necessary for the purposes of our audit. In our opinion proper books of account have been kept by the organisation. The financial statements are in agreement with the books of account.

In our opinion the information given in the Council's report is consistent with the financial statements.

Anne Brady McQuillans DFK
Chartered Accountants & Registered Auditors
Iveagh Court
Harcourt Road
Dublin 2
Date: 22 June 2009

INCOME AND EXPENDITURE ACCOUNT

for the year ended 31 December 2008

		2008 €	2007 €
Income	Notes		
Department of Education and Science		762,332	3,014,826
Registration and Assessment Fees		5,274,879	248,866
Application Fees		10,000	1,181
Other Income		2,016	16,957
Total Income	2	6,049,227	3,281,830
Expenditure			
Accommodation Costs		(256,603)	(199,204)
Staff Costs		(2,105,651)	(1,461,198)
Other Administration Costs		(619,696)	(248,773)
Courses, Conferences and Meeting Expenses		(170,808)	(201,002)
Registration and Verification Activities		(349,096)	(313,669)
Information Technology Expenses		(165,402)	(81,893)
Communications and Education Activities		(494,410)	(499,080)
Depreciation	7	(70,946)	(42,613)
Total Expenditure		(4,232,612)	(3,047,432)
Interest receivable and similar income		39,229	-
Surplus on ordinary activities before taxation	3	1,855,844	234,398
Taxation	6	(495)	-
Surplus on ordinary activities after taxation		1,855,349	234,398

There are no recognised surpluses or deficits other than the result for the above financial periods. The result of the year has been generated exclusively from continuing operations.

The notes on pages 42 to 48 form part of these financial statements.

The financial statements were approved by the Council on 22 June 2009 and signed on its behalf by



Patrick McQuaile
Chairperson

Date: 22 June 2009



Áine Lawlor
CEO/Director

BALANCE SHEET

as at 31 December 2008

	Notes	2008 €	2007 €
Fixed Assets			
Tangible assets	7	352,138	314,952
Investments	8	34,395	34,395
		<u>386,533</u>	<u>349,347</u>
Current Assets			
Debtors	9	92	-
Investments	10	1,807,978	-
Cash at bank and in hand		624,437	459,221
		<u>2,432,507</u>	<u>459,221</u>
Creditors: Amounts falling due within one year	11	<u>(696,395)</u>	<u>(541,272)</u>
Net Current Assets/Liabilities		<u>1,736,112</u>	<u>(82,051)</u>
Total Assets Less Current Liabilities		<u>2,122,645</u>	<u>267,296</u>
Reserves			
Designated Reserve	12	300,000	-
General Reserves	12	1,822,645	267,296
Total Funds		<u>2,122,645</u>	<u>267,296</u>

The notes on pages 42 to 48 form part of these financial statements.

The financial statements were approved by the Council on 22 June 2009 and signed on its behalf by



Patrick McQuaile
Chairperson

Date: 22 June 2009



Áine Lawlor
CEO/Director

CASH FLOW STATEMENT
for the year ended 31 December 2008

		2008 €	2007 €
	Notes		
Reconciliation of operating surplus to net cash inflow from operating activities			
Operating surplus		1,816,615	234,398
Depreciation		70,946	42,613
(Increase) / decrease in debtors		(92)	-
Increase in creditors		154,812	319,344
Net cash flow from operating activities		<u>2,042,281</u>	<u>596,355</u>
Cash Flow Statement			
Net cash flow from operating activities		2,042,281	596,355
Returns on investments and servicing of finance	15	39,229	-
Taxation	15	(184)	-
Capital expenditure	15	(108,132)	(149,180)
		<u>1,973,194</u>	<u>447,175</u>
Management of liquid resources	15	<u>(1,807,978)</u>	<u>-</u>
Increase in cash in the year		<u>165,216</u>	<u>447,175</u>
Reconciliation of net cash flow to movement in net funds (Note 16)			
Increase in cash in the year		165,216	447,175
Cash outflow from increase in liquid resources		1,807,978	-
Change in net funds resulting from cash flows		<u>1,973,194</u>	<u>447,175</u>
Net funds at 1 January 2008		459,221	12,046
Net funds at 31 December 2008		<u>2,432,415</u>	<u>459,221</u>

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2008

1. Accounting Policies

1.1. Accounting Convention

The financial statements have been prepared on the going concern basis and in accordance with accounting standards generally accepted in Ireland and Irish statute. Accounting Standards generally accepted in Ireland in preparing financial statements giving a true and fair view are those published by the Institute of Chartered Accountants in Ireland and issued by the Accounting Standards Board.

1.2. Income

Income comprises funding received from the Department of Education and Science and registration and assessment fee income received during the year. All income / fees receivable are accounted for on a receipts basis.

1.3. Tangible Fixed Assets and Depreciation

Tangible fixed assets are stated at historic cost less accumulated depreciation. Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost or valuation, less estimated residual value, of each asset systematically over its expected useful life, as follows:

Fixtures, Fittings and Equipment	-	10% straight line
Computer Equipment	-	25% straight line
Computer Software	-	10% straight line

The carrying values of tangible fixed assets are reviewed annually for impairment in periods if events or changes in circumstances indicate the carrying value may not be recoverable.

1.4. Investments

Fixed asset investments are stated at cost less provision for impairments in value. Income from financial fixed asset investments, together with any related withholding tax, is recognised in the income and expenditure account in the year in which it is received.

1.5. Pensions

Payments made to the pension scheme are charged to the income and expenditure account in the period to which they relate. The Council's draft pension schemes have been submitted to the Department of Finance for approval.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2008

1.6. Taxation and Deferred Taxation

The yearly charge for taxation is based on passive income for the year and is calculated with the reference to the tax rate applying on the balance sheet date. Deferred taxation is calculated on the differences between the Council's taxable surpluses and the results as stated in the financial statements that arise from the inclusion of surpluses and deficits in tax assessments in periods different from those in which they are recognised in the financial statements. The full deferred tax effect is recognised on differences between amounts funded and amounts charged to the income and expenditure account in relation to pensions and other post retirement benefits. In calculating the amount of deferred tax, discounting is used.

1.7. Designated Reserves

The Council has determined that it may at its discretion set aside unrestricted funds for designated future purposes. Where such funds are no longer required for the intended purpose, they will be released to the General Reserve.

2. Income

The income of the organisation for the year has been derived from its principal activity wholly undertaken in Ireland.

3. Operating Surplus

	2008 €	2007 €
Operating surplus is stated after charging:		
Depreciation	70,946	42,613
Auditors' remuneration	7,500	6,754
	<u>78,446</u>	<u>49,367</u>

4. Employees

	2008 Number	2007 Number
Number of employees		
The average monthly numbers of employees during the year were:		

Office and management	41	25
	<u>41</u>	<u>25</u>

	2008 €	2007 €
Employment costs		
Wages and salaries	1,594,524	1,058,113
Social welfare costs	127,037	76,311
Recruitment costs	5,036	67,877
Other pension costs	337,543	239,372
Other payroll costs	41,511	19,525
	<u>2,105,651</u>	<u>1,461,198</u>

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2008

5. Pension Costs

The Council's draft pension schemes have been submitted to the Department of Finance for approval. The pension cost charge represents contributions payable by the Council to the fund and amount to €337,543 (2007: €239,372).

6. Taxation

	2008 €	2007 €
Current year taxation		
Income Tax	403	-
Prior years		
Income Tax	92	-
	<u>495</u>	<u>-</u>

The Teaching Council is not liable to Income Taxation in respect of its activities. Passive income, if any, (such as deposit interest) remains taxable.

7. Fixed Assets

	Fixtures & Fittings €	Computer Software €	Computer Equipment €	Total €
Cost				
At 1 January 2008	82,805	126,355	161,952	371,112
Additions	48,485	44,509	15,138	108,132
At 31 December 2008	<u>131,290</u>	<u>170,864</u>	<u>177,090</u>	<u>479,244</u>
Depreciation				
At 1 January 2008	6,952	8,723	40,485	56,160
Charge for the year	11,157	16,328	43,461	70,946
At 31 December 2008	<u>18,109</u>	<u>25,051</u>	<u>83,946</u>	<u>127,106</u>
Net book values				
At 31 December 2008	<u>113,181</u>	<u>145,813</u>	<u>93,144</u>	<u>352,138</u>
At 31 December 2007	<u>75,853</u>	<u>117,632</u>	<u>121,467</u>	<u>314,952</u>

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 December 2008

8. Investments

	Government Bonds €	Total €
Cost		
At 1 January 2008	34,395	34,395
At 31 December 2008	34,395	34,395
Provisions for diminution in value:		
At 1 January 2008	-	-
Movement	-	-
At 31 December 2008	-	-
Net book values		
At 31 December 2008	34,395	34,395

The investments consist of various Government stock and bonds, the market value of which are in excess of the value shown above.

9. Debtors

	2008 €	2007 €
Other debtors	92	-

10. Current Asset Investments

	2008 €	2007 €
Investment bonds	1,807,978	-

The investment bonds relate to three-month fixed investment bonds held with ICS Building Society.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2008

11. Creditors: Amounts falling due within one year

	2008 €	2007 €
Trade creditors	-	22,847
Income tax	311	-
Other taxes and social security costs	2,948	1,879
Other creditors	592,200	254,057
Accruals	100,936	262,489
	<u>696,395</u>	<u>541,272</u>
	2008 €	2007 €
Included in other taxes and social security costs:		
VAT	2,948	-
PAYE	-	1,879
	<u>-</u>	<u>1,879</u>

12. Reserves

	General reserve €	Designated reserve €	Total €
Opening Reserves	267,296	-	267,296
Surplus for the year	1,855,349	-	1,855,349
Other movements	(300,000)	300,000	-
Closing Reserves	<u>1,822,645</u>	<u>300,000</u>	<u>2,122,645</u>

In accordance with the Council's financial strategy the designated reserves have been established as a contingency reserve to cover any significant costs arriving from legal challenge to any part of the Teaching Council Act, 2001 and from any of the Council's rulings. In accordance with the Council's accounting policy where such funds are no longer required they will be released back to the General Reserve.

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2008

13. Capital commitments

2008	2007
€	€

Details of capital commitments at the accounting date are as follows:

Approved for but not provided in the financial statements

17,000	-
<u> </u>	<u> </u>

The Council have approved the purchase of a service lift in the 2009 budget.

14. Controlling Parties

The Teaching Council is controlled by the Council Members. The Minister for Education and Science is the ultimate controlling party.

15. Gross Cash Flows

2008	2007
€	€

Returns on Investments and Servicing of Finance

Interest received

39,229	-
<u> </u>	<u> </u>

Taxation

Income tax paid

(184)	-
<u> </u>	<u> </u>

Capital Expenditure

Payments to acquire tangible assets

(108,132)	(149,180)
<u> </u>	<u> </u>

Management of Liquid Resources

Payments to acquire short term investments

(1,807,978)	-
<u> </u>	<u> </u>

NOTES TO THE FINANCIAL STATEMENTS

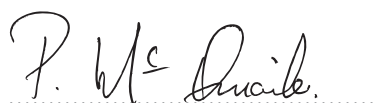
for the year ended 31 December 2008

16. Analysis of Changes in Net Funds

	Opening balance €	Cash flows €	Closing balance €
Cash at bank and in hand	459,221	165,216	624,437
Liquid resource	-	1,807,978	1,807,978
Net funds	459,221	1,973,194	2,432,415

17. Approval of Financial Statements

The financial statements were approved by the Council on 22 June 2009 and signed on its behalf by



Patrick McQuaile
Chairperson

Date: 22 June 2009



Áine Lawlor
CEO/Director



AN CHOMHAIRLE MHÚINTEOIREACHTA
The Teaching Council

Block A
Maynooth Business Campus
Maynooth
Co. Kildare
Ireland

LoCall **1890 224 224**
Telephone **+353 1 651 7900**

Fax **+353 1 651 7901**
E-mail info@teachingcouncil.ie

www.teachingcouncil.ie