



ANNUAL REPORT
2007/2008

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FOREWORD



Joan Ward, Chairperson

I am pleased to present the Teaching Council's second annual report for the year ended 28 March 2008. The reporting year was a time of change and development for the Council and this annual report provides a record of the progress made during that time.

During the year, the Council prepared for the transition from a government-funded to a self-financing body, a transition which was effected at the end of the reporting year through the introduction of an annual renewal fee for registered teachers. The establishment of the Register of Teachers has been a significant achievement for the teaching profession and the introduction of the registration renewal fee is an even more significant development since it underpins the Council's role as an autonomous, self-funding, professional body. An extensive programme of communications was implemented prior to the renewal deadline and I am pleased to report that, as of December 2008, there are now more than 64,000 on the Register of Teachers.

A key part of the Council's vision is to be "a guardian of teaching standards, establishing best practice at all stages of the

continuum of teacher education" (*Fás agus Forbairt, Strategic Plan, 2008-2011*). During the year, the Council took its first steps on a two-year journey which will see it develop a policy paper on the continuum of teacher education and a strategy for the review and accreditation of programmes of initial teacher education. As part of the process, the Council initiated an extensive consultation process which will inform its work in this area. It also commissioned research on teacher education in Ireland and internationally.

Looking to the future, there are many challenges facing the Council. My term as Chairperson and the term of office of the current Council will draw to a close in March 2009, and an immediate challenge is the holding of elections of teacher members to the new Council. The Council's Director, Áine Lawlor, has been appointed as Returning Officer for those elections and I know that she has already done much work in preparing for what will be, logistically, a very challenging process.

We have established the Register of Teachers and the focus must now move from establishment to ongoing maintenance. Mandatory registration for those wishing

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to be employed in State schools and paid from State funds, and the requirement to pay a fee to maintain one's registration are new to teachers and will require a cultural shift in the profession. A continuing challenge for the Council will be to effectively communicate the benefits of registration and to encourage and facilitate active engagement by registered teachers with the work of the Council.

A separate but related challenge in the coming months will be the development of the Register as a valuable repository of information and the publication of a statistical digest to inform the Council in its policy-making and to assist it in carrying out its role in advising the Minister, particularly with regard to teacher supply.

One of the more onerous challenges for the Council will be the implementation of its role in relation to fitness to teach. I understand that progress has been made in relation to Sections 24 and 28 of the Education Act, 1998 but it is of great concern to the Council that the functions in relation to fitness to teach have not yet been commenced by the Minister. Equally, I am disappointed that, as of November 2008, Section 30 of the Act which relates to mandatory

registration, has not come into force.

I cannot conclude this foreword without paying tribute to my fellow Council Members and, in particular, the Council's Deputy Chairperson, Tommy Glynn, for their support and fellowship throughout the year. Sincere thanks are also due to the Council's Director, Áine Lawlor and the staff of the Council for their dedication and professionalism on an ongoing basis.

In all of its work, the Council engages with the key stakeholders and we are fortunate in the high level of support we have received from all the education partners. I am confident that the trust which each stakeholder group has placed in the Council will be further bolstered by this report and I commend it to you unreservedly.



Joan Ward
Chairperson

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DIRECTOR'S REPORT



Áine Lawlor, Director

The Teaching Council was established on a statutory basis in March 2006 to promote teaching as a profession at primary and post-primary (including further education) levels, to promote the professional development of teachers and to regulate standards in the profession.

Its vision, as set out in its first Strategic Plan, *Fás agus Forbairt, 2008-2011* is:

“The Teaching Council will be at the heart of teaching and learning, promoting, supporting and regulating the teaching profession. It will serve the best interests of education, in partnership with other interested parties, by being an authoritative, respected voice for the profession and a guardian of teaching standards, establishing best practice at all stages on the continuum of teacher education”.

Its mission is to “promote and maintain the highest standards of teaching, learning and professional conduct in our schools” (*Fás agus Forbairt, 2008-2011*).

Fás agus Forbairt sets out the Council’s four main strategic goals and this annual report maps onto that document, with progress set out under each of the four main headings:

1. Promoting teaching as a profession.
2. Maintaining and developing teaching standards and competences and the quality of teaching and learning in the State.
3. Regulating the teaching profession.
4. Developing and maintaining an efficient and effective organisation to support the work of the Council.

During the reporting year, the Council delivered a comprehensive programme of work, and this introduction provides a snapshot of progress made.

In May 2007, in line with its Research Policy, the Council launched a scheme of bursaries for teachers undertaking practitioner-based research. The purpose of the bursaries was to assist teachers undertaking such research by meeting some of their costs. In December 2007, the Council awarded ten research bursaries totalling more than €42,000 and launched its second scheme of bursaries in respect of research to be carried out in the 2008/2009 academic year. Funding of €100,000 was made available for the second scheme.

In October 2007, the Council

Its mission is to “promote and maintain the highest standards of teaching, learning and professional conduct in our schools”.

hosted its first National Conference. The theme of the conference was “Teaching in a Changing Society – Embracing the Challenge”. Through that theme, the conference provided an opportunity for the Council to publicly recognise the commitment and professionalism shown by teachers in addressing the variety of challenges they face.

In November 2007, the Council began a process of preparing a policy paper which will set out its vision for the continuum of teacher education from initial teacher education, to induction and continuing professional development. As part of that process, the Council commissioned research to inform its deliberations and implemented the first of four phases of consultation. Once agreed, the policy paper will provide a roadmap which will guide the Council as it implements its objectives in the area of teacher education.

The Register of Teachers was a major focus of the Council’s work during the year and significant progress has been made in this area:

- Draft Registration Regulations were further revised by the Council and forwarded to the Department of Education and

Science for Ministerial consent.

- In advance of the renewal deadline of 28 March 2008, a comprehensive renewals campaign was implemented. A key objective of the campaign was to keep teachers informed of the role of the Council and, in particular, the importance of renewing one’s registration.
- As part of a tailored registration process to facilitate the registration of new graduates, the Council made presentations to final year teacher education students in 19 colleges and universities.
- The Council secured approval from the Revenue Commissioners in relation to the registration renewal fee being considered as a work expense for income tax purposes.

As of December 2008, there are more than 64,000 on the Register of Teachers.

During the year, the Council commenced the process of preparing for the appointment of a new Council in March 2009. A key element of that preparation has been the drafting of Council election regulations.

Throughout the year, the Council developed effective working

relationships with a range of bodies and individuals in order to further its work and we are particularly indebted to the Teaching Councils in neighbouring countries and to other professional bodies in Ireland, such as the Medical Council, An Bord Altranais and Engineers Ireland for their support and assistance.

The Council recognises the importance of keeping open channels of communication with all the partners in education and each day, on average, the Council receives up to 3,000 telephone calls and 650 emails. During the year, the Council’s phone response system was enhanced to facilitate callers wishing to make their query through the medium of Irish.

Although not yet subject to the requirements of the Official Languages Act, 2003, the Council is committed to using the Irish language wherever possible and, in February 2008, the Council was awarded a “Best Irish Language” Certificate of Merit as part of the Irish eGovernment Awards, in respect of its bilingual website, www.teachingcouncil.ie.

In her foreword, the Council’s Chairperson, Joan Ward, looked ahead to some of the key

challenges facing the Council. In terms of resources, an ongoing challenge is the establishment of effective and efficient systems for the processing of applications for registration. In particular, the detailed assessment of applicants' qualifications continues to draw heavily on the Council's limited resources as the number and complexity of applications increases. During the reporting year alone, almost 1,550 applications were received which required a detailed assessment of qualifications. The rigour with which each application is assessed is in keeping with the Council's role as gatekeeper of standards in the profession and the Council looks forward to the publication of the Registration

Regulations, when the process of Ministerial consent is complete.

It is the nature of opening remarks such as these that they provide only the highlights of what has been achieved during the year but in the main body of this report a more detailed overview of the Council's work is available. The progress made is due in no small part to the commitment, and vision of Council members and I would like to convey my sincere thanks to them for their support to me, and to the staff of the Council, during the year. I would also like to place on record my thanks to the staff for their professionalism and dedication during what has been an extremely busy year.

May I also take this opportunity to thank the teachers I have met through my work throughout the year, for their engagement and support. I look forward to working with them during the months ahead as the role of the Council continues to expand and evolve.



Aine Lawlor

Director

1

PROMOTING TEACHING AS A PROFESSION

A key function of the Teaching Council is the promotion of teaching as a profession as provided for in Section 7(2)(a) of the Teaching Council Act, 2001. This objective underpins the Council's work and there were a number of activities in the reporting year which were directly aimed at fulfilling its role in this area.

1.1 NATIONAL CONFERENCE

The Teaching Council hosted its first National Conference in Galway on 18 and 19 October 2007. The theme of the conference was "Teaching in a Changing Society – Embracing the Challenge". Through that theme, the conference provided an opportunity for the Council to publicly recognise the commitment and professionalism shown by teachers in addressing the variety of challenges they face.

The programme for the conference included both national and international speakers including NUI Chancellor, Dr. Garret FitzGerald, Professor

Tom Collins of NUI Maynooth, Professor Michael Totterdell from the University of Plymouth, Dr. Aidan Seery of Trinity College Dublin and Ms. Olubunmi Salako, a Special Needs Assistant who is originally from Nigeria. The afternoon session on both days saw a departure from the more traditional conference format and included lively panel debates chaired by John Bowman and modelled on RTE's "Questions and Answers" programme. The second day of the conference involved workshops on a variety of topics. The conference rapporteur was the internationally renowned Professor John Coolahan, Professor Emeritus, NUI Maynooth.

The conference attracted 300 delegates including teachers and representatives of teacher unions, parents' associations, school management bodies, colleges and universities and other partners in education as well as delegates from the General Teaching Councils



National Conference 2007

(Left) Panel members on day one of the conference: (L-R) Pat Burke, Asst. Secretary, Department of Education and Science; Prof. Tom Collins, Head of Education Department, NUI Maynooth and Dean of Teaching and Learning at NUI; Dr. Garret FitzGerald, Chancellor, NUI; Joan Ward, Chairperson; Áine Lawlor, Director.

in Wales, Scotland, England and Northern Ireland. The conference also attracted members of the media and a number of Council members gave radio interviews at the event.

The Council's analysis of the feedback forms received from delegates indicates that their experience of the conference was a very positive one and that they found it to be of great interest and relevance. Following the conference, the Council developed a web page containing links to the presentations and photos from both days.

1.2 CODES OF PROFESSIONAL CONDUCT FOR TEACHERS



The Codes of Professional Conduct for Teachers apply to all teachers registered with the Teaching Council. However, they are not just for teachers and should be of interest to anyone seeking to gain a deeper understanding of the teaching profession in Ireland today. They set out the standards of professional

conduct and practice required of registered teachers and they confirm the integrity and status of the profession. In May 2007, the Codes were disseminated to all teachers and to the partners in education.

1.3 EXHIBITIONS

Careers exhibitions, aimed at those making choices in relation to their future career, provide a valuable opportunity to promote teaching as a profession. During the year, the Council had a stand at four careers exhibitions and also at the three teacher union conferences. See Figure 1 for further details.

Fig. 1 - Attendance at Exhibitions and Conferences

Date	Exhibition
03 Oct 2007	Teaching Information Day, University College Dublin
06 Nov 2007	Create Your Career, Irish Museum of Modern Art (IMMA)
08 Nov 2007	Education Expo, University College Cork
14 Nov 2007	Teaching Information Seminar, University of Limerick
20 Feb 2008	postgradireland Fair, RDS, Dublin
25 Mar 2008	I.N.T.O. Annual Congress, Kilkenny
25 Mar 2008	T.U.I. Annual Congress, Wexford
26 Mar 2008	A.S.T.I. Annual Congress, Killarney

1.4 NEWSLETTER

The Council produced three editions of its bilingual newsletter, *Oide*, during the year. The first issued in May 2007, the second issued in October 2007 and the third in February 2008. All are available on the Teaching Council's website. In the medium term, readers will have the option of receiving the newsletter either in hard copy or electronic format.

1.5 DVD

The Teaching Council's DVD, entitled *Croí na Múinteoireachta* celebrates the quality of teaching in Ireland and affirms the valuable role that teachers play in enabling learners to reach their potential and in preparing young people for life. It also outlines the important role of the Teaching Council in promoting and developing teaching as a profession.

This DVD is an important communications tool and was used by the Council to support other communications activities during the year including its events and exhibitions programme.

2

MAINTAINING AND DEVELOPING TEACHING STANDARDS AND COMPETENCES AND THE QUALITY OF TEACHING AND LEARNING IN THE STATE

The Teaching Council Act, 2001 sets out the requirement, inter alia, to “maintain and improve the quality of teaching in the state”. This is elaborated further in Section 7 of the Act which sets out the functions of the Council. As a result, excellence in teaching is one of the core values guiding the Council in its work. This value guides the Council across all its functional areas but is best exemplified by reference to two key headings:

- Codes of Professional Conduct for Teachers
- Teacher Education.

2.1 CODES OF PROFESSIONAL CONDUCT FOR TEACHERS

The Teaching Council is obliged under the Teaching Council Act, 2001 “to establish, publish, review and maintain codes of professional conduct for teachers which shall include standards of teaching, knowledge, skill and competence”. The Codes were launched in March 2007 and, since then, the Council’s objective with regard to the Codes has been to disseminate them as widely as possible, to seek teachers’ engagement with them and to foster a sense of ownership of them by the profession. With that in mind, the Council’s newsletter in October 2007 included a feature on the Codes, as did the Registration Handbook which issued in February 2008. A series of information meetings for teachers,

focusing on the Codes was at planning stage at the end of the reporting year. Those meetings subsequently took place in Education Centres in May 2008.

2.2 TEACHER EDUCATION

The Teaching Council Act, 2001 confers on the Teaching Council significant powers with regard to ensuring the quality of teacher education.

2.2.1 *Induction and Probation*

The Council’s function in relation to induction is to “establish procedures in relation to the induction of teachers into the teaching profession”. Its function in relation to probation is to “establish procedures and criteria for probation of teachers including periods of 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 Steering Committee of the National Pilot Project on Teacher Induction (NPPTI). In October 2007, a School Workforce Development Adviser with the Isle of Wight Council presented to the Council’s Education Committee on the induction experience in the Isle of Wight.

2.2.2 *Initial Teacher Education*

The Council's functions in relation to the review and accreditation of programmes of initial teacher education are set out in Section 38 of the Teaching Council Act, 2001 which states that it shall:

- Review and accredit the programmes of teacher education and training provided by institutions of higher education and training in the State
- Review the standards of education and training appropriate to a person entering a programme of teacher education and training, and
- Review the standards of knowledge, skill and competence required for the practice of teaching,

and shall advise the Minister and, as it considers appropriate, the institutions concerned.

This Section of the Act has been commenced and the Council has begun work on the development of its strategy for review and accreditation. See 2.2.4 on page 14.

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

2.2.3 *Continuing Professional Development*

- The Council's functions in relation to the continuing professional development of teachers are set out in Sections 7(2)(h) and 39 of the Teaching Council Act, 2001. Section 7(2)(h) provides that the Council shall "advise the Minister in relation to ...

the professional development of teachers". Section 39 provides that it shall:

- Promote the continuing education and training and professional development of teachers
- Conduct research into the continuing education and training and professional development of teachers
- Promote awareness among the teaching profession and the public of the benefits of continuing education and training and professional development
- Review and accredit programmes relating to the continuing education and training of teachers
- Perform such other functions in relation to the continuing education and training and continuing professional development of teachers as may be assigned to the Council by the Minister.

Although not yet 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 and its national conference.

Research Bursaries

In May 2007, in line with its Research Policy, the Council launched a scheme of bursaries for teachers undertaking practitioner-based research. The purpose of the bursaries is to assist teachers undertaking such research, by meeting some of their costs. The deadline for applications was 20 June 2007, and the Council was delighted with the number and variety of applications received. A panel appointed by the Council met over

Research Bursary Awards 2007

Pictured are some of the 2007 research bursary recipients.



Áine Lawlor (Director), Fintan McCutcheon and Joan Ward (Chairperson).

Áine Lawlor (Director), Monica Fanning and Joan Ward (Chairperson).

Maria Hannon and Joan Ward (Chairperson).

the summer months to adjudicate on the applications and in December 2007, the Council awarded ten research bursaries totalling more than €42,000. The research bursaries were awarded to teachers who were carrying out research in a diverse range of subject areas. Further details are set out in Figure 2.

Fig. 2 - Examples of Research Areas Funded as Part of the Council's Research Bursary Scheme

- curriculum-focused leadership by teaching principals
- effective intervention to support children at primary level with Social and Emotional Behavioural Disorder (SEBD)
- effective methods of developing individual education plans to improve English literacy skills
- team teaching as a method of professional development
- accommodating the needs of students with ADHD through modifying the learning environment and teaching strategies.

These awards highlight the Teaching Council's commitment to the continuing education and professional development of teachers. The Council is confident that the research carried out will have the potential to enhance the quality of teaching and learning in Ireland.

As a follow-up to its first scheme of bursaries, the Council's second scheme of research bursaries was launched in December 2007. The scheme was open to all registered teachers, the total amount available as part of this scheme being €75,000. This represented an increase of €25,000 over the first such scheme. In addition, a further €25,000 was made available to persons other than registered teachers who are carrying out research in the area of teaching, learning and assessment. The closing date for receipt of bursary applications in respect of this scheme was 07 April 2008.

Further details on the Council's research bursaries are available on the Research page of the Council's website, www.teachingcouncil.ie.

National Conference

The Council held its first National Conference in October 2007 (see page 9 for further details). In recognition of the importance of the conference as part of teachers' continuing professional development, a number of places at the conference were reserved for teachers, and the conference fee in respect of those teachers was covered by the Council. It also secured the agreement of the Department of Education and Science to cover the substitution costs in respect of those teachers attending the conference, and wrote to all management bodies seeking their co-operation in facilitating teachers wishing to attend.

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2.2.4 The Continuum of Teacher Education

During the year, the Council began a process of preparing a policy paper which will set out its vision for the continuum of teacher education from initial teacher education, to induction and continuing professional development. Once agreed, the policy paper will provide a roadmap which will guide the Council as it implements its objectives in these areas.

In order to inform its deliberations, it commissioned a position paper in December 2007 drawing together the recommendations of key reports on teacher education in Ireland. The Council also engaged a team of researchers to examine the models of teacher education used in nine countries including Ireland. The researchers' interim report was submitted to the Council in April 2008.

In parallel with the development of the policy paper on the continuum of teacher education, the Council, during the reporting year, began the process of developing its strategy for the review of programmes of initial teacher education. The policy paper and review strategy will be drafted and finalised following consultation with teachers, teacher educators and all the partners in education. As a first step, representatives of all of the partners in education were invited to one of three consultation fora which were held in Maynooth in February 2008. All three fora were well-attended and a wealth of feedback was received as a result. At the end of the reporting year, two further phases of consultation were at planning stage.

Continuum of Teacher Education

Prof. John Coolahan, Professor Emeritus, NUI, Maynooth and Prof. Sheelagh Drudy, UCD attending the Consultation Fora on the continuum of teacher education in February 2008.



3

REGULATING THE PROFESSION

The Teaching Council Act, 2001 provides for the registration and regulation of teachers and sets out the Council's functions in this area. Key achievements under this heading are set out below.

3.1 REGISTRATION

3.1.1 *Establishing and Maintaining the Register of Teachers*

The establishment of the Register was a significant milestone for the Teaching Council and, as it develops, it will become the authoritative source of professional information on all teachers registered to teach in State-funded schools in Ireland.

During the year, significant progress was made in this area and at the time of going to print, (December 2008) more than 64,000 teachers are registered with the Teaching Council.

Invitation to Register and to Renew

More than 23,000 persons were teaching in recognised schools prior to the Council's establishment day but did not apply for registration by the end of March 2007 as required under the Section 31(2) and 31(3) of the Act. In February 2008, these teachers were invited to apply for registration under Section 31(5) of the Act.

Registration of Newly-Qualified Teachers

Specific arrangements have been put in place to expedite the registration of newly-qualified teachers. A representative of the Teaching Council visits final year teacher education students at their college or university and briefs students on the registration requirements including Garda Vetting. During the reporting year, 19 colleges and universities were visited as part of this process. Students were invited to complete Garda Vetting application forms and give written consent to the college authorities to transfer their final examination results to the Council.

Of the 2,977 graduates (1,717 in the primary sector and 1,260 in the post-primary sector) whose details were transferred to the Council, 1,812 were registered prior to 28 March 2008.

Assessment of Qualifications for Registration Purposes

In order to be eligible to be registered as a teacher, applicants must hold qualifications deemed suitable by the Teaching Council. Where qualifications are not automatically recognised, details of qualifications must be submitted to the Council for assessment (e.g. in the case of primary and post-primary teachers qualified outside the State, or persons who have been awarded qualifications not holding general recognition for registration purposes).

To manage this process, the Council established two application panels to review the recommendations of external assessors in respect of the suitability of applicants' qualifications for registration purposes. The external assessors for post-primary subjects are drawn from the universities, Institutes of Technology, practising teachers and the Second Level Support Service (SLSS). The assessors for the recognition of primary qualifications are drawn from the Colleges of Education. During the year, the primary applications panel, in conjunction with its external assessors, completed work drawing up detailed qualifications and assessment criteria for applicant primary teachers. Details in relation to the number of applications received are set out in Figure 3.

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Fig. 3 - Applications for Qualification Assessment

Applications Panel	Number of meetings	Number of Applications Received
Primary	11	705
Post-primary	12	842*

**includes 25 applications from third level providers seeking general recognition for degree subjects and teacher education programmes. Also includes 181 applications for recognition of qualifications in the VEC/Further Education sector.*

Renewals

Almost 47,000 teachers who applied for registration with the Council by the end of March 2007 were invited in February 2008 to renew their registration by 28 March 2008.

3.1.2 Registration Fee

Registration is renewable annually and an annual registration renewal fee is payable. During the year, the Council secured approval from the Minister in relation to the amount of the fee (€90) and from the Revenue Commissioners in relation to the fee being considered as a work expense for income tax purposes. The charging of an annual registration renewal fee for the first time in March 2008 was a significant development as it underpins the Council's status as an autonomous, self-financing, professional body.

3.1.3 Providing Access to the Register

During the year, the Council finalised its on-line access facility for teachers, which allows registered teachers to view their registration details via the Council's website.

3.1.4 Registration Regulations

Draft Registration Regulations have been further revised by the Council and forwarded to the Department of Education and Science for Ministerial consent. The approval process is ongoing. In the meantime, the Council has adopted the status quo with regard to assessing qualifications, i.e., the existing departmental regulations for primary and post-primary teachers continue to guide decisions.

3.1.5 Section 30 of the Teaching Council Act, 2001

Section 30 of the Teaching Council Act, 2001 provides that only teachers included on the Register may be employed as teachers and have their salaries paid from Oireachtas funds. During the reporting year, the Council was advised that the commencement of Section 30 was imminent.

3.1.6 Communications Campaign regarding Registration and Renewal

While teachers and the wider public have welcomed the Council's establishment, the Council faced many challenges during the reporting year as it sought to communicate its role to the profession. The idea of mandatory registration for those wishing to be employed in State schools and paid from Oireachtas funds (see 3.1.5 above), has required a cultural shift in the profession. Similarly, the requirement to pay a fee to maintain one's registration, so as to fund the work of the Council and, thus, underpin its independence, is new to the teaching profession. During the year, in advance of the renewal deadline of 28 March 2008, a comprehensive communications programme was implemented in order to keep teachers informed of the role of the Council and, in particular, the importance of renewing one's registration.

This programme involved a range of communications tools including:

- **A Registration Handbook** which provides teachers, school authorities and other stakeholders with an introduction to the Register of Teachers and the registration process. The first edition of the handbook was enclosed with all Letters of Confirmation of Registration which issued in Spring 2008.



- **Two newspaper notices** which were placed in the national newspapers in February 2008 in order to advise/remind teachers of the importance of maintaining registration and of the impending renewal deadline.
- **A further newspaper notice** which was placed immediately after the deadline in order to update teachers in relation registration and to thank them for their cooperation with the process.
- **A reminder email** which was sent on 21 February 2008 to all those registered teachers who had supplied the Council with their email addresses.
- **A poster** which was sent to all schools in February 2008 together with a newsletter featuring an article on registration and renewal.
- **The Council's website**, www.teachingcouncil.ie, which was updated regularly in relation to the registration and renewal processes. A comprehensive FAQ document based on the queries received from callers and via email, was published on the website in March 2008.
- **Updates in teacher union magazines and websites.**
- **Attendance at teacher union conferences.** Council staff took a stand at each of the three teacher union conferences at the end of March.
- **Revised call handling procedures.** During the period immediately preceding the registration renewal deadline (28 March 2008) the Council experienced an unprecedented volume of telephone calls in relation to the registration renewal process, many of which were received from teachers who had changed their address details and

had not, therefore, received the necessary renewal documentation. The Council put in place revised call handling procedures during that period and all queries were dealt with as efficiently as possible.

3.1.7 Evidence of Character

As part of the process of registering teachers, the Teaching Council must consider evidence of character. In order to do this, each applicant for registration must:

1. Arrange for their fitness to teach to be certified by an appropriately qualified person and
2. Undergo a process of Garda Vetting and/or overseas police clearance.

In parallel with its role in seeking evidence of character as part of the registration process, the Council also has a separate and distinct role to play with regard to Garda Vetting. 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 seek the vetting of such teachers.

In the final term of the 2006/2007 academic year, all final year students in teacher education programmes were asked to complete a Garda Vetting application form

and submit it to the Teaching Council. All forms were checked by a dedicated team in the Council to ensure that all relevant sections were completed before submitting them to the Garda Central Vetting Unit. All forms were referred to the Garda Central Vetting Unit and Garda vetting outcomes were returned. In the first term of the 2007/2008 academic year, all final year students in teacher education programmes were invited to begin the vetting process. A number of Garda Vetting applications was also received from those returning to teaching after an absence of more than three years or other new entrants, such as those who qualified outside of Ireland. The total number of applications received during the reporting year was 6,201.

Where a conviction is disclosed, the Council must decide on the relevance of such a conviction to the teacher's suitability for registration. The Council has established an Evidence of Character Panel to assess disclosures of convictions returned by the Garda Central Vetting Unit. During the year, the Panel met on eight occasions and approved guidelines to assist it in its consideration of convictions and prosecutions pending.

During the year, the Chairperson and Director of the Council met with Mr. Brendan Smith, T.D., Minister for Children at the Department of Health and Children, to discuss Garda vetting issues in the context of imminent legislation.

3.2 PROFESSIONAL PRACTICE AND CONDUCT

3.2.1 *The Council's Role*

Part 5 of the Teaching Council Act, 2001 sets out the Council's investigating and disciplinary functions.

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
- S/he is medically unfit to teach.

When it is deemed appropriate to do so, the Council's Disciplinary Committee will conduct a hearing on a complaint referred to it by the Investigating Committee.

Such hearings may lead to withdrawal of registration on a temporary or permanent basis.

Part 5 of the Act has not yet been commenced by the Minister and, in advance of that, the Council has been preparing for its role in this area by seeking legal advice and by researching best practice in other jurisdictions and in other professional bodies.

3.2.2 *The Council's Investigating and Disciplinary Committees*

The Investigating and Disciplinary Committees have held joint meetings as the members familiarise themselves with their future role and prepare for potential fitness to teach cases. During the year they met on five occasions.

As part of the learning process, the members studied the disciplinary practices of other professional bodies and of neighbouring Teaching Councils and drafted rules of procedure for disciplinary panels and a general guide to the Council's investigative and disciplinary process.

3.2.3 *Codes of Professional Conduct for Teachers*

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.

During the year, the Council continued to engage with teachers, the education partners and the wider public in promoting the Codes of Professional Conduct for Teachers which were published in March 2007.

DEVELOPING AND MAINTAINING AN EFFICIENT AND EFFECTIVE ORGANISATION TO SUPPORT THE WORK OF THE COUNCIL

4

In order to achieve its objectives, the Council must run an effective and cost-efficient organisation. To do this, it must maintain and develop effective structures, systems and processes and it must make optimum use of its resources.

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4.1 OPERATING A COMMITTEE STRUCTURE

In order to facilitate its work at an in-depth level, the Council has established a number of committees, working groups and panels. A schedule of meetings held during the reporting year is included in Figure 4.

4.1.1 *Professional Development for Members*

Council members engaged in a professional development programme over two days in December 2007.

As part of the programme, presentations were made by Professor Juhani Hytönen from the University of Helsinki, on Teacher Education in Finland, and by Mr. Paul Fields, Director of Kilkenny Education Centre, on Developing the Teaching Council's Vision and Mission Statement. Other topics addressed included: Standards, Competences and Outcomes in Teaching; the work of the Primary Curriculum Support Programme and the role of the Second Level Support Service.

Fig. 4 - Schedule of Council and Committee Meetings During Year Ended 28 March 2008

	Number of meetings
Council	5
Executive Committee	6
Registration Committee	7
Investigating & Disciplinary Committees (Joint meetings)	5
Education Committee	8
Finance Committee	8
Audit Committee	5
Evidence of Character Panel	8
Procedures Working Group	5
Gaeilge Working Group	1
Primary Applications Panel	11
Post-Primary Applications Panel	12

4.2 CORPORATE GOVERNANCE

The Council is cognisant of the importance of good corporate governance and is in the process of implementing Department of Finance guidelines on corporate governance for State bodies. Through its Audit Committee and its Procedures Working Group, the Council has overseen the publication of the Council's annual report and audited financial accounts, and the development of a Council code of practice, codes of business conduct for both Council members and staff, and a regime of internal financial controls. Procedures with regard to the disclosure of interest and compliance with the Ethics in Public Office Acts requirements also form part of the Council's corporate governance arrangements. During the reporting year, the Audit Committee began work on developing an internal audit function within the Council.

4.2.3 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 the establishment of the Register of Teachers, the drafting and development of the regulations for the election of Council members and the development of procedures for the Council's fitness to teach function.

4.2.4 Preparing for the New Council in March 2009

The current Council has commenced the process of preparing for the appointment of a new Council in March 2009. This will be the first occasion on which the Council will organise the election of 16 registered teachers to the Council. During the period of this report, a key element of that preparation

has been the drafting of Council regulations dealing with the election of teachers to the new Council.

4.3 RESOURCE MANAGEMENT

4.3.1 Human Resources

The sanctioned staff level on the 28 March 2008 was 28.5 posts. During the reporting year, a number of staff was engaged on a temporary basis during periods of high volume activity. Work continued on the development of human resource management systems including those for the ongoing professional development of Council staff.

Details of the Council's management structure are included in Appendix 3.

4.3.2 Finance

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.

Throughout the establishment phase, the Council has been funded by the Department of Education and Science in accordance with Section 21 of the Teaching Council Act, 2001 which allows for the funding of the Council by the Minister for up to two years after establishment. The Council's expenditure budget for the 2007 financial year was €3 million. The Council's Audited Financial Accounts for 2007 are included in Appendix 4.

During the reporting year, the Finance Committee met on eight occasions. Among its priority areas of work was the monitoring

of administrative arrangements to ensure a seamless transition from being a government-funded to a self-financing body.

Registration Fee

Section 23 of the Act provides that the Council will be self-funding and that the cornerstone of this process will be the payment of an annual registration renewal fee by all registered teachers. During the year ended 28 March 2008, the Council's recommended schedule of fees was approved by the Minister.

4.3.3 ICT

During the year, the Council made much progress in establishing and managing a modern and effective ICT system tailored to meet the Council's needs.

The database that stores the register was developed to allow for the recording of fee deductions in the various formats (cash/cheque, credit/debit cards and deduction from salary), and the generation of salary deduction files for the 35 employers (33 VECs and the primary and post-primary payroll sections of the Department of Education and Science). The register stores all financial transactions for a teacher and generates payment receipts and other financial documents.

During the year, the Council finalised the details presented on the internet interfaces to the register. It enhanced its off-site data storage in line with best practice in ICT and disaster recovery procedures.

A Business Intelligence Reporting Solution was installed which allows real-time reporting and presentation of data from the register. This

solution will also be used at a later stage to generate the annual statistical digest.

4.3.4 Accommodation

The Council is based in Maynooth, Co. Kildare and it celebrated the official opening of its offices in September 2007. The offices are open to the public between 9.00 a.m. and 5.00 p.m. Monday to Friday and include office space for the staff of the Council as well as a resource room and meeting rooms for Council, Committee and other meetings.

4.4 COMMUNICATIONS

The Council has developed a planned programme of communications in order to support all of its functions. In implementing this programme, the Council seeks, at all times, to ensure that the most effective and cost-efficient communications channels are utilised. The following outlines the range of communications methods which were utilised during the year.

4.4.1 Advertising

The Council placed advertisements in the national papers on a number of occasions during the year. See Figure 5 for a schedule of all print advertisements placed, other than those placed as part of the Council's staff recruitment campaigns. Such advertisements were, in all instances, complemented by other more targeted activities, e.g., direct mailings to schools and articles in teacher union magazines. Advertisements are a useful means of highlighting registration/renewal deadlines and other important information to teachers who are not currently in employment and/or who may not be members of a teacher union.

Print advertising was also used as part of the Council's staff recruitment programme in December 2006 and February 2007.

Fig. 5 - Schedule of Advertisements Placed

Date	Key Message	Target Audience
February 2008	Information on Registration Renewal Reminder of Registration Renewal deadline	All teachers who registered with the Teaching Council in March 2007
March 2008	Thank you advertisement for returning registration renewal forms and reminder to return outstanding forms and registration application forms	All teachers who were registered or who wished to register with the Teaching Council.

4.4.2 Direct Mailings

The Council wrote directly to schools on five occasions during the year. In the majority of these mailings, the correspondence was addressed to the school principal with multiple copies enclosed for teachers. The Council is grateful to principals for their assistance in circulating documentation to their staff.

On a number of occasions, as part of the registration renewal process, the Council wrote to teachers directly.

Figure 6 provides details of the key direct mail campaigns undertaken during the year.

Fig. 6 - Schedule of Mailings

Date	Key Message
March 2007	Spring issue of Teaching Council newsletter, <i>Oide</i>
September 2007	Autumn edition of Teaching Council newsletter, <i>Oide</i>
February 2008	Spring issue of Teaching Council newsletter, <i>Oide</i>
February 2008	Poster on the Annual Report and Bursaries
March 2008	Registration Handbook





4.4.3 Media Relations

The Teaching Council recognises that the media provides an important channel of information as well as being a significant target audience in its 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. Eleven press releases were issued during the reporting year, six of which were localised to meet the needs of the regional media.

4.4.4 Website

The Council's website, www.teachingcouncil.ie, is updated regularly to ensure that it develops as an important information resource for teachers and others. Data in relation to site visits for the year indicate that the site is very popular with users. Records indicate that on average there are more than 21,000 visits to the site each month. Perhaps more significantly, there is a definite upward trend when compared with the 2006/2007 reporting year,

when an average of 11,000 visits per month were recorded.

4.4.5 Liaison with Representative Bodies

Teacher unions, parents' associations, management bodies and others, provide the Council with an invaluable means of communicating with its target audiences. Throughout the year, the Council has utilised these channels of communication to reinforce key messages and to receive feedback on a range of Council activities.

4.4.6 Publications

On an ongoing basis, Teaching Council members and staff meet with groups of teachers and find that teachers are keen to learn more about the Council and the ways in which it will benefit them. For this reason, the Council has summarised the benefits of Registration in a short leaflet entitled "How will the Teaching Council Benefit



Teachers?” and a copy was sent to all teachers in September 2007. The leaflet can also be downloaded from the Council’s website, www.teachingcouncil.ie.

The Council’s Annual Report for the year ended 28 March 2007 was circulated to all schools, education partners and public libraries in September 2007, in hard copy and CD format. The report, which includes detailed financial accounts, is also available for download from the Council’s website, www.teachingcouncil.ie.

The Council’s Registration Handbook issued to all registered teachers in February 2008. The handbook provides an overview of the registration process, advises on registered teachers’ obligations and on the means of accessing information from the register.

4.5 CUSTOMER SERVICE

The Council recognises the importance of keeping open channels of communication with all the partners in education and with the public and welcomes contact in writing, by phone, by e-mail or by calling in person to the offices.

Each day, on average, the Council receives up to 3,000 telephone calls and 650 emails.

4.6 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. There were two requests for information under the FOI Act received during the year.

4.7 GAELIGE

Although not yet subject to the requirements of the Official Languages Act, 2003, the Council is committed to using the Irish language wherever possible.

All of the Council’s leaflets and publications are bilingual and its newsletter and DVD both have Irish language titles.

In February 2008, the Council was awarded a “Best Irish Language” Certificate of Merit as part of the Irish eGovernment Awards, in respect of its bilingual website, www.teachingcouncil.ie.

Also, during the year, the Council’s phone response system was enhanced so as to facilitate callers wishing to make their query through the medium of Irish. The Council also dealt with a variety of queries through Irish via email and other written correspondence.

All direct mail campaigns undertaken during the year were bilingual.

APPENDICES

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

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APPENDIX 1 Council Members

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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.

A full list of members as of 28 March 2008 is set out below.

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

MEMBER		SECTOR
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 Cruadhlaoidh	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 (appointed October 2007)
Mícheál Ó Gríofa	Elected	Primary Schools
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
Sr. Darina Hosey	Nominee	Colleges of Education (resigned September 2007)

APPENDIX 2

Council Committees, Working Groups and Panels

In order to facilitate its work at an indepth level, 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:

- Acting as a co-ordinating forum to keep the Council aware of the activities of committees and 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
- Reporting regularly to the Council.

As of 28 March 2008, the Executive Committee had eleven members as follows:

Joan Ward (Chair)

Tommy Glynn

Emer Egan

Dr. Jim Gleeson

Susie Hall

Gerry Malone

Anne McElduff

Tomás Ó Cruadhlaich

Bernadine O'Sullivan

Eleanor Petrie

Pat McQuaile

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
- S/he is medically unfit to teach.

The Council 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.

As of 28 March 2008, the Investigating Committee had eleven members as follows:

Tommy Glynn (Chair)

Oliver Donohoe

Derek Dunne

Máire Ní Laoire

Maree O'Connell

Micheál Ó Gríofa

Christy Maginn

Deirdre O'Donoghue

Eleanor Petrie

Jacinta Stewart

Milo Walsh

THE DISCIPLINARY COMMITTEE

When it is deemed appropriate to do so, this committee will conduct a hearing on a complaint referred to it by the Investigating Committee.

Such hearings may lead to withdrawal of registration on a temporary or permanent basis.

As of 28 March 2008, the Disciplinary Committee had thirteen members as follows:

Joan Ward (Chair)

Lily Cronin

Emer Egan

Jack Keane

Justin MacCarthy

Anita McCann

Pat McQuaile

Christy Carroll

George O'Callaghan

Msgr. Dan O'Connor

Jacqueline Sheil

Eileen Ward

Dr. Kevin Marshall

THE REGISTRATION COMMITTEE

The Registration Committee advises the Council and makes recommendations in all areas relating to registration. This work includes the setting of requirements, standards and regulations for registration, terms of reference for application panels, the appointment of subject assessors and advisors, appeals processes and making decisions with regard to appeals. The committee also considers issues relating to evidence of character and probation.

As of 28 March 2008, the Registration Committee had thirteen members as follows:

Pat McQuaile (Chair)

Prof. Peadar Cremin

Prof. Sheelagh Drudy

Jack Keane

Justin MacCarthy

Derek Dunne

Máire Ní Laoire

George O'Callaghan

Msgr. Dan O'Connor

Tomás Ó Cruadhlaoidh

Kieran O'Driscoll

Micheál Ó Gríofa

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
- 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.

As of 28 March 2008, the Finance Committee had five members as follows:

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. Amongst other areas, this work involves drafting Codes of Professional Conduct for Teachers, advising on the continuing professional development needs of teachers and on developing the Teaching Council's research and communications strategies.

As of 28 March 2008, the Education Committee had thirteen members as follows:

Gerry Malone (Chair)

Lily Cronin

Oliver Donohoe

Dr. Jim Gleeson

Jacqueline Sheil

Dr. Anne O'Gara

Dr. Kevin Marshall

Pat McQuaile

Dympna Mulkerrins

Deirdre O'Donoghue

Dermot Quish

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.

As of 28 March 2008, the Audit Committee had six members as follows:

Dr. Kevin Marshall (Chair)

Emer Egan

Jacqueline Sheil

Oliver Donohue

Kieran O'Driscoll

Bernadine O'Sullivan

EVIDENCE OF CHARACTER PANEL

The Council's Evidence of Character Panel, which reports to the Registration Committee, assesses disclosures of convictions returned by the Garda Central Vetting Unit.

As of 28 March 2008, the Evidence of Character Panel had six members as follows:

Eleanor Petrie (Chair)

Tommy Glynn

Susie Hall

Maree O'Connell

Kieran O'Driscoll

Milo Walsh

PRIMARY APPLICATIONS PANEL

This panel, which reports to the Registration Committee, reviews the recommendations of external assessors in respect of the suitability of applicants' qualifications for registration purposes.

As of 28 March 2008, the Primary Applications Panel had six members as follows:

Seán Rowley (Chair)

Justin MacCarthy

Micheál Ó Gríofa

Emer Egan

Prof. Peadar Cremin

Msgr. Dan O'Connor

POST-PRIMARY APPLICATIONS PANEL

This panel, which reports to the Registration Committee, reviews the recommendations of external assessors in respect of the suitability of applicants' qualifications for registration purposes.

As of 28 March 2008, the Post-primary Applications Panel had nine members as follows:

Pat McQuaile (Chair)

Derek Dunne

Jack Keane

Máire Ní Laoire

Tomás Ó Cruadhlaoidh

Kieran O'Driscoll

Prof. Sheelagh Drudy

Dr. Jim Gleeson

George O'Callaghan

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 new Council in March 2009.

As of 28 March 2008, the Procedures Working Group had four members as follows:

Mícheál 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.

As of 28 March 2008, the Gaeilge Working Group had five members as follows:

Tomás Ó Cruadhlaoidh (Chair)

Máire Ní Laoire

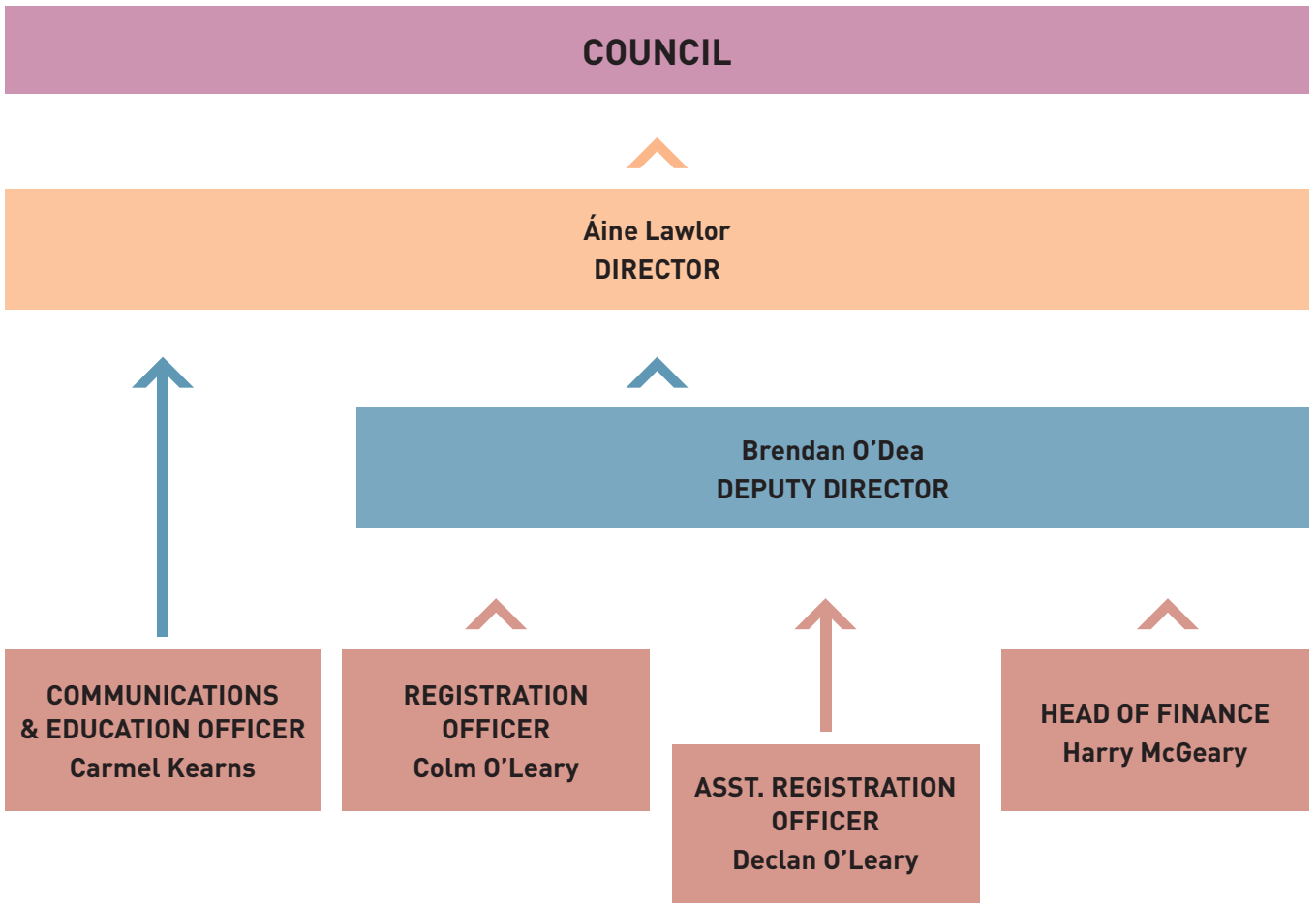
Eileen Ward

Joan Ward

Áine Lawlor (Director)

APPENDIX 3

Council Management Structure - as of 28 March 2008



APPENDIX 4

Audited Financial Statements for the period ended 31 December 2007

<p>Auditors</p>	<p>Anne Brady McQuillans DFK Chartered Accountants and Registered Auditors Iveagh Court Harcourt Road Dublin 2</p>
<p>Bankers</p>	<p>Bank of Ireland Main Street Maynooth Co. Kildare</p> <p>AIB Bank plc Main Street Maynooth Co. Kildare</p>
<p>Solicitors</p>	<p>McDowell Purcell Partnership, Solicitors The Capel Building Mary's Abbey Dublin 7</p> <p>Arthur Cox, Solicitors Earlsfort Centre Earlsfort Terrace Dublin 2</p>

Audited Financial Statements for the period ended 31 December 2007

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Audited Financial Statements for the period ended 31 December 2007**Council's Report
for the year ended 31 December 2007**

The Council presents its report and the financial statements for the year ended 31 December 2007. The Teaching Council (An Chomhairle Mhúinteoireachta) was established on a statutory basis on 28 March 2006 in accordance with the Teaching Council Act, 2001. The comparative figures are for the period from 28 March 2006 (date of establishment) to 31 December 2006.

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 €234,398 (2006: €32,898).

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 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



JOAN WARD
Chairperson

Date: 12 May 2008



ÁINE LAWLOR
Director

Audited Financial Statements for the period ended 31 December 2007

Statement of Council's Responsibilities for the Financial Statements

The Council is responsible for preparing the 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.

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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 enable them 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



JOAN WARD

Chairperson

Date: 12 May 2008



ÁINE LAWLOR

Director

Audited Financial Statements for the period ended 31 December 2007

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 2007 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.

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.

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).

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 other information contained in the Council report and consider whether it is consistent with the audited financial statements. This other information comprises only the Council's Report. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

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

Audited Financial Statements for the period ended 31 December 2007

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.

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 organisation's affairs as at 31st December 2007 and of its result 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: 12 May 2008

Audited Financial Statements for the period ended 31 December 2007

Income and Expenditure Account
for the year ended 31 December 2007

		Year Ended 31 December 2007 €	9 Month period Ended 31 December 2006 €
Income	Notes		
Department of Education and Science		3,014,826	999,143
Registration and Assessment Fees		248,866	141,308
Application Fees		1,181	1,000
Other Income		16,957	537
Total Income	2	<u>3,281,830</u>	<u>1,141,988</u>
Expenditure			
Accommodation Costs		(199,204)	(124,618)
Staff Costs	4	(1,461,198)	(468,728)
Other Administration Costs		(248,773)	(171,622)
Courses, Conferences and Meeting Expenses		(201,002)	(88,777)
Registration and Verification Activities		(313,669)	(109,515)
Information Technology Expenses		(81,893)	(23,110)
Communications and Education Activities		(499,080)	(109,173)
Depreciation		(42,613)	(13,547)
Total Expenditure		<u>(3,047,432)</u>	<u>(1,109,090)</u>
Surplus on ordinary activities before taxation	3	234,398	32,898
Taxation	5	-	-
Surplus on ordinary activities after taxation		234,398	32,898
Retained profit brought forward		32,898	-
Retained profit carried forward		<u>267,296</u>	<u>32,898</u>

There are no recognised gains or losses 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 44 to 47 form part of these financial statements.

The financial statements were approved by the Council on 12 May 2008 and signed on its behalf by



JOAN WARD
Chairperson

Date: 12 May 2008



ÁINE LAWLOR
Director

Audited Financial Statements for the period ended 31 December 2007

Balance Sheet
as at 31 December 2007

	Notes	2007		2006	
		€	€	€	€
Fixed Assets					
Tangible assets	6		314,952		169,302
Investments	7		34,395		34,395
			<u>349,347</u>		<u>203,697</u>
Current Assets					
Cash at bank and in hand		<u>459,221</u>		<u>12,046</u>	
Creditors: Amounts falling due within one year					
	8	<u>(541,272)</u>		<u>(182,845)</u>	
Net Current Liabilities			<u>(82,051)</u>		<u>(170,799)</u>
Total Assets Less Current Liabilities			<u>267,296</u>		<u>32,898</u>
Reserves					
Closing Reserves	9		267,296		32,898
Total Funds			<u>267,296</u>		<u>32,898</u>

The notes on pages 44 to 47 form part of these financial statements.

The financial statements were approved by the Council on 12 May 2008 and signed on its behalf by



JOAN WARD

Chairperson

Date: 12 May 2008



ÁINE LAWLOR

Director

Audited Financial Statements for the period ended 31 December 2007

Cash Flow Statement for the year ended 31 December 2007

	Notes	2007 €	2006 €
Reconciliation of operating surplus to net cash inflow from operating activities			
Operating surplus		234,398	32,898
Depreciation		42,613	13,547
Increase in creditors		319,344	182,845
Net cash inflow from operating activities		<u>596,355</u>	<u>229,290</u>
Cash Flow Statement			
Net cash inflow from operating activities		596,355	229,290
Capital expenditure and financial investment	11	(149,180)	(217,244)
Increase in cash in the year		<u>447,175</u>	<u>12,046</u>
Reconciliation of net cash flow to movement in net funds (Note 12)			
Increase in cash in the year		447,175	12,046
Net funds at 1 January 2007		12,046	-
Net funds at 31 December 2007		<u>459,221</u>	<u>12,046</u>

Audited Financial Statements for the period ended 31 December 2007

Notes to the Financial Statements for the year ended 31 December 2007

1. Accounting Policies

1.1. Accounting Convention

The financial statements are prepared in accordance with generally accepted accounting principles under the historical cost convention and comply with the Financial Reporting Standards of the Accounting Standards Board, as promulgated by the Institute of Chartered Accountants in Ireland.

1.2. Income

Income represents funding received from the Department of Education and Science and registration fee income received during the year. All income/fees receivable are accounted for as they are received.

1.3. Tangible Fixed Assets and Depreciation

Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

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

1.4. Investments

Fixed asset investments are stated at cost.

2. Income

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

3. Operating Surplus

	2007	2006
	€	€
Operating surplus is stated after charging:		
Depreciation	42,613	13,547
Auditors' remuneration	6,754	6,655
	<u>49,367</u>	<u>20,202</u>

In the period prior to the establishment of the Teaching Council and during the year ended 31 December 2006 the Department of Education and Science incurred expenditure on behalf of the the Teaching Council amounting to €1,761,119. This expenditure related to capital expenditure

Audited Financial Statements for the period ended 31 December 2007

Notes to the Financial Statements for the year ended 31 December 2007

and on-going costs of the The Teaching Council. This expenditure has not been included in these financial statements.

The Registration Council was dissolved on 28 March 2006 and as per Section 49 of the Teaching Council Act, 2001 all moneys, assets and liabilities of the Registration Council were transferred to the Teaching Council.

4. Employees

	2007 Number	2006 Number
4.1 Number of employees		
The average monthly numbers of employees during the year was:		
Office and management	<u>25</u>	<u>10</u>

4.2 Employment costs

	2007 €	2006 €
Wages and salaries	1,058,113	352,237
Social welfare costs	76,311	29,674
Recruitment costs	67,877	61,833
Other pension costs	239,372	10,285
Other payroll costs	19,525	14,699
	<u>1,461,198</u>	<u>468,728</u>

5. Taxation

The Teaching Council is exempt from Corporation Taxation in respect of its activities. Passive income, if any, (such as deposit interest) remains taxable.

Audited Financial Statements for the period ended 31 December 2007

Notes to the Financial Statements
for the year ended 31 December 2007

6. Fixed Assets

	Fixtures & Fittings €	Computer Software €	Computer Equipment €	Total €
Cost				
At 1 January 2007	42,925	66,878	73,046	182,849
Additions	39,880	59,477	88,906	188,263
At 31 December 2007	<u>82,805</u>	<u>126,355</u>	<u>161,952</u>	<u>371,112</u>
Depreciation				
At 1 January 2007	1,963	2,416	9,168	13,547
Charge for the year	4,989	6,307	31,317	42,613
At 31 December 2007	<u>6,952</u>	<u>8,723</u>	<u>40,485</u>	<u>56,160</u>
Net book values				
At 31 December 2007	<u>75,853</u>	<u>117,632</u>	<u>121,467</u>	<u>314,952</u>
At 31 December 2006	<u>40,962</u>	<u>64,462</u>	<u>63,878</u>	<u>169,302</u>

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7. Investments

	Government Bonds €	Total €
Cost		
At 1 January 2007	34,395	34,395
Additions	-	-
At 31 December 2007	<u>34,395</u>	<u>34,395</u>
Provisions for diminution in value:		
At 1 January 2007	-	-
Movement	-	-
At 31 December 2007	<u>-</u>	<u>-</u>
Net book values		
At 31 December 2007	<u>34,395</u>	<u>34,395</u>

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

Audited Financial Statements for the period ended 31 December 2007

Notes to the Financial Statements
for the year ended 31 December 2007

8. Creditors: amounts falling due within one year	2007	2006
	€	€
Trade creditors	22,847	117,380
Other taxes and social security costs	1,879	-
Other creditors	37,519	10,285
Accruals	479,027	55,180
	<u>541,272</u>	<u>182,845</u>

9. Reserves	General	Reserve
	2007	2006
	€	€
Opening Reserves	32,898	-
Surplus for the year	234,398	32,898
Closing Reserves	<u>267,296</u>	<u>32,898</u>

10. Controlling Parties

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

11. Gross Cash Flows	2007	2006
	€	€
Capital expenditure and financial investment		
Payments to acquire tangible assets	(149,180)	(182,849)
Investments acquired	-	(34,395)
	<u>(149,180)</u>	<u>(217,244)</u>

12. Analysis of Changes in Net Funds

	Opening balance	Cash flows	Closing balance
	€	€	€
Cash at bank and in hand	12,046	447,175	459,221
Net funds	<u>12,046</u>	<u>447,175</u>	<u>459,221</u>

13. Approval of Financial Statements

The financial statements were approved by the Council on 12 May 2008 and signed on its behalf by

Joan Ward

JOAN WARD, Chairperson

Date: 12 May 2008

Aine Lawlor

ÁINE LAWLOR, Director

An Chomhairle
Mhúinteoireachta



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