



Fr Francis Murphy, Diocesan Education Secretary
Bree, Enniscorthy, Co Wexford
(053) 924-7843 / (087) 236-8411
Email: fernsed@gmail.com <www.ferns.ie>

REQUEST FOR THE PATRON'S APPROVAL FOR THE APPOINTMENT OF A PRINCIPAL TEACHER

Name of School: _____

Principal required from: _____, 20 _____

Newspaper/Website(s) where the position was advertised & Date: _____

(The closing date for applications must be not less than 14 days after the first publication of a web-based advertisement or 14 days after the final date of a newspaper advertisement, whichever is later. An advertisement for the position of a Principal may not be placed during July or August)

Number of applications: _____ Women _____ Men _____

Names & Addresses of Independent Assessors¹ (1) _____

(2) _____

Venue of Interviews: _____

Date of Interviews: _____

Number of applicants interviewed: Women _____ / Men _____

Name of Teacher appointed: _____

(BLOCK CAPITALS PLEASE)

Date of BOM Meeting approving of successful candidate: _____

I hereby declare that the above details are correct and that all protocols and procedures for this appointment were adhered to.

Signed: _____; Date: _____
Chairperson, Board of Management

[Return to: Fr Francis Murphy, Bree, Enniscorthy, Co Wexford]

¹ must be chosen from official diocesan list of Independent Assessors & comply with the requirement of gender balance – a Selection Panel may not consist of all men or all women.