Department of Education

Application for the assignment of a Foreign Language Assistant under the Terms of the 2024/2025 Scheme

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Language of the Assistant being sought: _____
(Languages available: French/Spanish/Italian/Japanese)
Please complete a separate application form for each Nationality being sought.

School Name: _____ Roll Number: _____

Address: _____ EIRCODE: _____

Tel: _____ Web Address: _____

*School office email Address (PRINT CLEARLY):_____

*Accounts Dept. Email Address: _____

ETB and CE details (if applicable): _____

ETB Telephone Number (if applicable): _____

Number of pupils in the school: Males: _____ Females: _____ Total: _____

Number studying this Language: Males: _____ Females: _____ Total: _____

Number studying this language in **Exam Classes** (Junior & Leaving Certificate): _____ Total

Number of hours per week this language is taught in the school **(all classes)**: _____

What year did the school last receive an Assistant **in this Language**: _____

Name and Email address of Teacher assigned to act as Liaison
Between School, Assistant and the Department: _____

Schools hosting a Foreign Language Assistant are expected to send a Co-operating/Liaison Teacher to two evening training sessions organised by the PPLI during the year.

I hereby confirm that I have read and understood the terms of the Foreign Language Assistant Scheme and agree to abide to the terms of the 2024/2025 Scheme.
I now wish to apply for the assignment of a Language Assistant to the above school.

Signature of Liaison Teacher: _____ Date: _____

Signature of Principal: _____ Date: _____

Signature of CE: _____ETB: _____
(The Signature and approval of the Chief Executive of the ETB is required if the school is a Community College or ETB School).

*Please ensure the email address provided is regularly monitored as correspondence from the Department will be electronic. THIS MUST BE A VALID EMAIL ADDRESS.

This form to be returned not later than Tuesday 06ᵗʰ February 2024 to: Áine Bradley
FLA Scheme, Teacher SNA Terms and Conditions Unit, Department of Education, Cornamaddy, Athlone, Co. Westmeath, N37 X659.   **E-mail teachersna_fla@education.gov.ie**