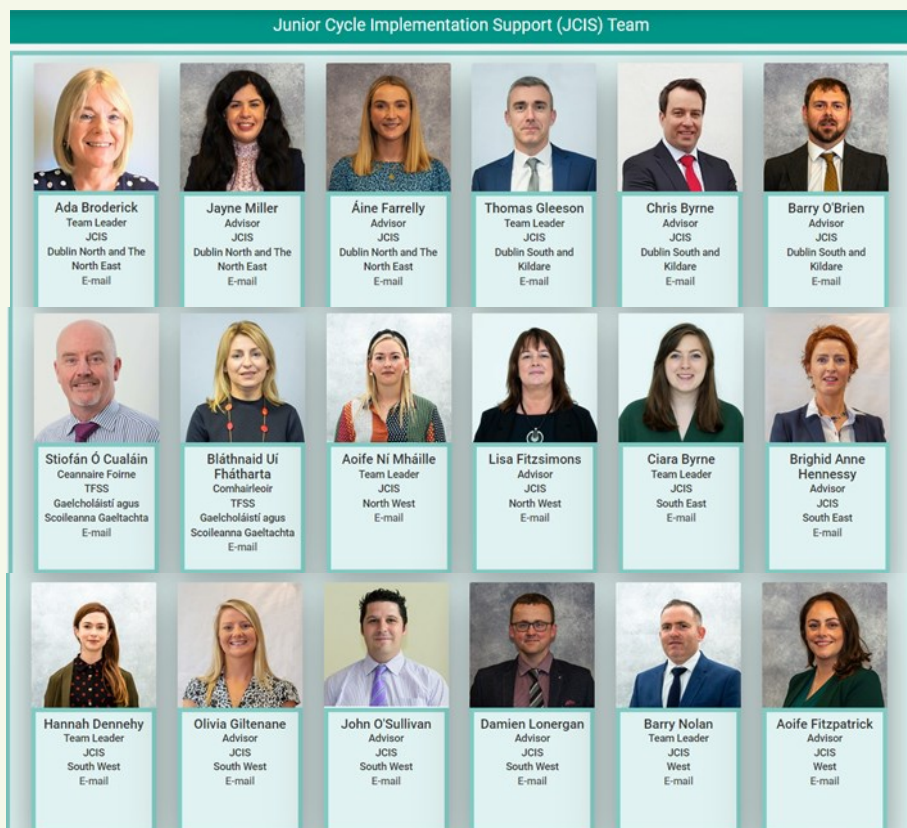


## Introducing the JCIS team

Welcome to the first edition of our newsletter for teachers who have been allocated their school's management resource hours. We hope you find some useful pieces of information in this newsletter. The Whole School Team has evolved and is now the Junior Cycle Implementation Support team (JCIS). As always, you can contact your Regional Team Leader directly regarding any questions you may have. Details of each region is on our website at <https://www.jct.ie/jcis/regions>. Bookings for staff CPD can be taken by contacting the JCIS Regional Team Leader in your region.

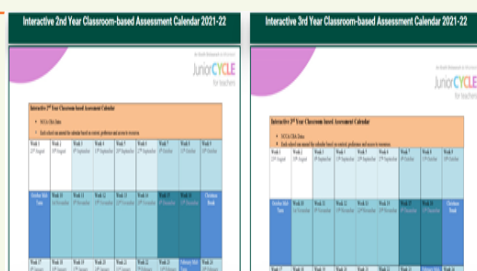


## JCT's online learning event for teachers (OLE)

JCT will host an online learning event for teachers from Tuesday, 12th October to Thursday, 14th October and Monday, 18th to Thursday, 21st October 2021. JCIS will be hosting a webinar for teachers allocated the management resource hours, teachers who are appointed as the Junior Cycle Coordinator and/or teachers who are interested in supporting the implementation of junior cycle in their schools on **Thursday, 14th of October, from 17:00 to 18:00**. For this 2021/2022 academic year, the JCIS team are planning on continuing to further develop the community of practice that we began last year and to enable a networking practice with the teachers who are allocated the management resource hours. Keep an eye out on our [homepage](#) for further details.

## Interactive CBA Calendars

Our JCT website has two interactive CBA calendars which you may find of use throughout this year. One is for second years and the other for third year students. You can download them at <https://www.jct.ie/leadership/resources>



## Tips for Using the JCT Registration Portal: <https://jctregistration.ie/>

This is the official site to register teachers for JCT Workshops and Short Courses.

- ◆ Ensure you have your school's roll number and password which are available directly from your principal
- ◆ Register all new teachers: you need their Teaching Council number, subject area(s) and a school email address
- ◆ Register teachers for your upcoming Subject Cluster Day (this date can be found on your school's JCT Registration Portal)
- ◆ Update your school's portal on a regular basis
- ◆ Add/remove teachers on a regular basis. Ask your school's Senior Leadership Team for assistance on this or to keep you up to date throughout the year
- ◆ Only use teachers' school email addresses
- ◆ Check for spelling errors (teachers' names/email addresses)
- ◆ Liaise with staff about upcoming JCT CPD events
- ◆ Communicate key information to staff/the Junior Cycle Coordinator/the Senior Leadership Team at staff meetings/newsletters/emails, etc.
- ◆ If you run into difficulties, the following contact details will be of use:
  - ⇒ Technical support: [support@jctregistration.ie](mailto:support@jctregistration.ie)
  - ⇒ Registration support: [info@jct.ie](mailto:info@jct.ie)

## Hyperlinks to important resources/documentation for Management Resource Hours Personnel

A Framework for Junior Cycle 2015:	<a href="https://ncca.ie/en/junior-cycle/framework-for-junior-cycle">https://ncca.ie/en/junior-cycle/framework-for-junior-cycle</a>
Subject specifications, assessment guidelines and key dates	<a href="https://www.curriculumonline.ie/Junior-cycle/Junior-Cycle-Subjects/">https://www.curriculumonline.ie/Junior-cycle/Junior-Cycle-Subjects/</a>
Resources for school leaders and teachers	<a href="https://www.jct.ie/home/home.php">https://www.jct.ie/home/home.php</a>
NCCA Guidelines on Subject Learning & Assessment Review Meetings (SLAR)	<a href="https://ncca.ie/en/junior-cycle/assessment-and-reporting/slar-meetings">https://ncca.ie/en/junior-cycle/assessment-and-reporting/slar-meetings</a>
Looking at our school: A quality Framework for Post – Primary Schools:	<a href="http://schoolself-evaluation.ie/post-primary/wp-content/uploads/sites/3/2016/08/Looking-at-Our-School-2016-A-Quality-Framework-for-Post-Primary-Schools_English_WEB.pdf">http://schoolself-evaluation.ie/post-primary/wp-content/uploads/sites/3/2016/08/Looking-at-Our-School-2016-A-Quality-Framework-for-Post-Primary-Schools_English_WEB.pdf</a>
School Self Evaluation Website (Post Primary)	<a href="http://schoolself-evaluation.ie/post-primary/sse-2016-2020/">http://schoolself-evaluation.ie/post-primary/sse-2016-2020/</a>
A series of videos focusing on: ♦ Aligning the SSE Process and the Framework for Junior Cycle (2015) ♦ Using the SSE Process to Implement the Junior Cycle Framework (2015)	<a href="http://schoolself-evaluation.ie/post-primary/junior-cycle/">http://schoolself-evaluation.ie/post-primary/junior-cycle/</a>

### Key information to share with staff

The NCCA recently published the revised arrangements for the completion of Classroom Based Assessments available at [https://ncca.ie/media/5144/cba-revised-arrangements\\_06092021\\_en.pdf](https://ncca.ie/media/5144/cba-revised-arrangements_06092021_en.pdf). The timeframe for Classroom-Based Assessments for students in third year 2021/2022 is detailed here.

- \* Please note that each student must complete a minimum of one CBA per subject and one CBA in each short course.
- \* Third year students will not be required to complete Assessment Tasks
- \* Schools have autonomy to decide whether to complete one or two CBAs in each subject
- \* CBAs completed by students in 2020/2021, including during school closures, and also in 2021/2022, can be reported on
- \* However, there are some exceptions to the choices made by schools:
- \* Students must complete CBA 2 for the Communicative Task in Irish and CBA 1: Oral Communication in Modern Foreign Languages, as they are linked with the final examination in these subjects
- \* Students in third year studying Visual Art, Home Economics, Music, Engineering Applied Technology, Graphics and Wood Technology must also complete CBA 2
- \* To access subject specific information, please see <https://www.jct.ie/home/home>

Timeframe for Classroom-Based Assessment for students in 3<sup>rd</sup> Year 2021/2022

STUDENTS IN THIRD YEAR 2021/2022			
Schedule of Classroom-Based Assessments & Subject Learning and Assessment Review for Third Years			
Classroom-Based Assessment 1			
Subjects	Latest date for Completion	Latest date for award of provisional descriptors	Latest date for completion of Subject Learning and Assessment Review
English, Science, Business Studies, Home Economics, Mathematics, History, Geography, Music, Religious Education, Jewish Studies, Classics (optional)	Friday 1 <sup>st</sup> October 2021	Friday 8 <sup>th</sup> October 2021	Friday 22 <sup>nd</sup> October 2021
Modern-Foreign Languages (required)	Friday 3 <sup>rd</sup> December 2021	Friday 10 <sup>th</sup> December 2021	Friday 17 <sup>th</sup> December 2021
Gaeilge (Optional)	Friday 3 <sup>rd</sup> December 2021	Friday 10 <sup>th</sup> December 2021	Friday 17 <sup>th</sup> December 2021

STUDENTS IN THIRD YEAR 2021/2022			
Schedule of Classroom-Based Assessments & Subject Learning and Assessment Review for Third Years			
Classroom-Based Assessment 2			
Subjects	Latest date for Completion	Latest date for award of provisional descriptors	Latest date for completion of Subject Learning and Assessment Review
Applied Technology, Engineering, Graphics and Wood Technology (required)	Friday 8 <sup>th</sup> October 2021	Friday 15 <sup>th</sup> October 2021	Friday 22 <sup>nd</sup> October 2021
Visual Art (required)	Friday 19 <sup>th</sup> November 2021	Friday 26 <sup>th</sup> November 2021	Friday 3 <sup>rd</sup> December 2021
Gaeilge, Home Economics, Music (required)	Friday 11 <sup>th</sup> March 2022	Friday 18 <sup>th</sup> March 2022	Friday 25 <sup>th</sup> March 2022
English, Science, Business Studies, Modern Foreign Languages, Mathematics, History, Geography, Religious Education, Jewish Studies, Classics (optional)	Friday 25 <sup>th</sup> March 2022	Friday 1 <sup>st</sup> April 2022	Friday 8 <sup>th</sup> April 2022

STUDENTS IN 2 <sup>ND</sup> YEAR 2021/2022			
Schedule of Classroom-Based Assessments & Subject Learning and Assessment Review for Second Years			
Classroom-Based Assessment 1			
Subjects	Latest date for Completion	Latest date for award of provisional descriptors	Latest date for completion of Subject Learning and Assessment Review
All subjects, except for Gaeilge*	Monday 1 <sup>st</sup> November 2021—Friday 13 <sup>th</sup> May 2022	Wednesday 18 <sup>th</sup> May 2022	Wednesday 25 <sup>th</sup> May 2022

\*CBA 1 and 2 are completed in Gaeilge by students during their 3<sup>rd</sup> year of Junior Cycle

## Suggested Management Resource Hours Teacher's Action Plan

NB: The suggested list of activities shown below are exemplars. MRH Teachers should liaise with their school's senior leadership team to discuss their role as per their individual school's identified needs.

Month	Activities	✓
August/ September	Update school's JCT Registration portal: new teachers, teachers on leave and PMEs Where required, facilitate an official handover to the new MRH teacher and give relevant documentation to them Input at school's first staff meeting Check JCT website for updates/resources/news Check in with your JCIS Regional Team (see <a href="https://www.jct.ie/jcis/regions">https://www.jct.ie/jcis/regions</a> )	
October	Inform staff about the schedule of JCT's Autumn OLE event Attend JCIS MRH Webinar on October 14th 2021 Check teachers' details are correct on <a href="https://jctregistration.ie/">https://jctregistration.ie/</a> Checkpoint with teachers/Senior Leadership Team Liaise with CSPE/SPHE teachers about CPD due in December (letter due in schools in October 2021) JCPA certificate/award ceremony (school based 2021/2022)	
November	Scheduling of in-school or online CPD events and liaison with JCT	
December	Oversee the Classroom-Based Assessment (CBA) reporting procedures for subjects, L1LPs/ L2LPs and short courses to parents/guardians Support the Principal/Deputy Principal with planning, communication and organising substitution for teachers attending in-service Input at school's staff meeting	
January February March April	Checkpoint with teachers/Senior Leadership Team Check-in with students (OAL) January – March 2022 (inclusive): JCT Subject Cluster Days 2021/2022 Check teachers' details are correct on <a href="https://jctregistration.ie/">https://jctregistration.ie/</a> Ensure teachers are aware of the date and venue Inform staff about the schedule of JCT's Spring SOLE event Open Evening/Open Day: present to incoming students and/or parents about junior cycle	
May	Oversee the Classroom-Based Assessment (CBA) reporting procedures for subjects, L1LPs/L2LPs and short courses to parents/guardians Check in with your JCIS Regional Team (see <a href="https://www.jct.ie/jcis/regions">https://www.jct.ie/jcis/regions</a> ) Collect OAL from 3rd Years/Reflection for 1st and 2nd Years OAL Liaise with teachers/Senior Leadership Team about next year's CBA calendar Input at school's last staff meeting Review the year with school Senior Leadership Team and identify priorities for the following year	
June	Checkpoint with teachers/Senior Leadership Team Prepare a report for your school's BOM focusing upon the year's activities/events	

### Tips from Management Resource Hours Teachers

Save all relevant documentation / screencasts / contact details in a folder.

Meet with your school's Leadership team each week to get updates/ share important information relating to junior cycle.

Double check each teacher's Teaching Council number and school email address.

Facilitate an official handover to any colleague who is taking over the MRH role.

### SLAR Elective Workshops

JCT, in collaboration with ECSI, are providing elective CPD workshops on the SLAR process. These online CPD workshops are aimed at all teachers of Junior Cycle and are taking place between 4th and 14th October 2021. Click on the workshops linked below for further details.

- [Effective Facilitation of the SLAR Process](#)
- [Effective Participation in the SLAR Process](#)

Le gach dea-mhéin,  
The JCIS Team.