



26th August 2025

## Re: JCSP updates

Dear Colleague

We hope you and your colleagues are refreshed as we start this new academic year.

Oide would like to inform you of the Junior Certificate School Programme (JCSP) professional learning and support for the year ahead along with a number of relevant updates.

### Autumn 2025 - Programme of Professional Learning and Support

Oide's programme of customised school support and applications system is now open for 2025/2026 at this link [Schools - Oide](#). Your principal can apply for up to three areas of support using the school roll number and password.

### PLE 2025/2026

We are delighted to offer a calendar of dates for the new academic year which can be seen [here](#). You can register online for these professional learning events at this link [Teachers - Oide](#).

### Make a Book 2026

Make a Book will take place in 6 regional events between early February and early March 2026.

### New Coordinators and Principals please register with JCSP

Congratulations on your new position!

As part of your role within the school and JCSP, you will need accounts created on the website <http://www.jcsp.ie> and the new JCSP resource ordering website [www.codex.ie](http://www.codex.ie).

You are requested to register with the JCSP office. We ask that you read and complete this form [2025/2026 Register for JCSP services](#)

### GDPR – Register with JCSP

All JCSP Coordinators, Principals and JCSP Librarians are requested to register for JCSP services each academic year which can be done by completing this form [2025/2026 Register for JCSP services](#).



## Programme Updates

We would be grateful if you could bring the following updates and resources to the attention of your colleagues. Further information on these and other areas will be provided to you throughout the year.

### Collaborative Profiling Excel sheet

A copy of the "[JCSP COLLABORATIVE PROFILING 2025-2026 Excel sheet](#)" can be downloaded from the homepage of [www.jcsp.ie](http://www.jcsp.ie). It is offered as an approach to help Coordinators collect JCSP student data within their school. Initially, you will need to download it, save it to your school platform before sharing it with teachers in your school. Each sheet will be a complete record for an academic year containing three tabs, one 2nd and 3rd year. Subject to Coordinator feedback and any amendments to be made, a new sheet issues each year.

### School Based Statements

Schools may decide to write their own school-based statements. Guidance and Protocols for Writing JCSP School-Based Statements is available [here](#).

School based statements must be submitted for approval to the JCSP office by email to Dorota Ruszczak, Profiling Administrator at [jcspresources@oide.ie](mailto:jcspresources@oide.ie). Submissions should be made at least one term before issuing the Final Student Profile.

Previously approved school-based statements have been archived. Should you wish to continue using these statements, please contact Dorota Ruszczak, Profiling Administrator by email at [jcspresources@oide.ie](mailto:jcspresources@oide.ie).

### Initiatives

A separate communication will issue shortly regarding Initiative applications for 2025/2026.

### Free Membership of the Oide JCSP Library Project Digital Library

Membership of the JCSP Library Project Digital Library is free to all JCSP and (pre- 2022) DEIS schools.

Existing member schools have received an updated set of Digital Library logins which includes a set of logins for incoming 1st Year students.

Eligible non-member schools can register at this link: <https://jcsplibraries.com/jcsp-digital-library/> following which you will be provided with details on how to complete the registration process.



The library contains over 15,000 unique e-book and e-audiobook titles (with multiple copies of many of these bringing the overall total to over 77,000 titles) together with a selection of over 970 (always available) Digital Magazine titles. There are over 100,000 individual students and 9,000 staff from over 230 schools using the library. As new titles are being added continuously, all schools are encouraged to use this fantastic free library service.

### JCSP Competition: Maths in my life

We are delighted to announce details of the latest JCSP student competition – “Maths in my life” details of which are available [here](#). The entry template is available to download on the Co-ordinators page of <http://www.jcsp.ie>.

### Ordering Resources – 4 orders per year without mailing/delivery costs

Orders are placed through our distributor, Codex, [www.codex.ie](http://www.codex.ie), by the JCSP Coordinator (login and password required). Please complete the GDPR form [2025/2026 Register for JCSP services](#) so that a new account can be created for you. We will use the student numbers in your school as of the end of the last school year to establish a base line for ordering resources.

There is no charge for JCSP resources for JCSP students. Four orders will be provided to schools during the 2025/2026 academic year (in addition to the ordering of initiative materials) at no cost. However, additional orders will incur a delivery cost of €30.

### Circulars

The current Circulars governing the Programme are available at <https://www.gov.ie/en/department-of-education/services/allocation-of-teachers-to-schools/#post-primary> and at the below links:

- [Circular cl0006/2025](#): 'Staffing arrangements in Voluntary Secondary Schools for the 2025/2026 school year'
- [Circular cl007/2025](#): 'Staffing arrangements in Education and Training Boards for the 2025/2026 school year'
- [Circular cl0008/2025](#): 'Staffing arrangements in Community and Comprehensive Schools for the 2025/2026 school year'

In the above circulars, for allocations please read page 6, point 1.7 and for coordination time, page 9, point 1.17 which also references the current circular on [Posts of Responsibility Circular 0003/2018](#). Information notes and updates to this circular are available at this page [Leadership and Management In Post-Primary Schools](#)

- The capitation grant details: [Circular 0079/2024](#)



## Update of school records

We would be much obliged if you would complete the [Update of School Records Form](#) detailing JCSP student numbers and how JCSP is organised in your school.

## 2026 Profiling

The profiling round for 2025 will open on the 12<sup>th</sup> of January 2026. All final profiles must be received by the JCSP Office by Wednesday the 25<sup>th</sup> of March 2026. No student profiling folders will be available before Friday 1st of May 2025.

We look forward to supporting and working with you and wish you, your staff and school community the very best for a fruitful year ahead.

Yours sincerely

Oide JCSP Team: Lisa Kelly, Senior Leader, Brigid Murray and Leona Mc Mahon, Professional Learning Leaders. Senior Librarian: Kathleen Moran. Administrators: Elaine Flynn, Jill Byrne, Dorota Ruszczak.

*This email has been sent to all registered JCSP contacts (Principal, JCSP Coordinator, JCSP Librarian). A copy of this email is available to view on [www.jcsp.ie](http://www.jcsp.ie)*