

WhatsApp Group Terms of Use

The WhatsApp group is solely for the purpose of efficiently linking substitute teachers to vacant positions.

1. Only principals are allowed to post to the group, and only posts relating to vacant positions are allowed.
2. All members of the group should 'mute' the group and turn off 'show notifications' (using the WhatsApp Settings on your phone specific to the Primary Subs group) when they don't need to avail of the service.

Steps for Principals:

1. Unmute the group.
2. Post the vacancy to the group in the format of:
"Sub required today for XXXX N.S, (insert address or eircode), Xth Class."
3. Await private response from available subs, and confirm the position with the successful sub through message or voice call.
4. Do not reply to teachers publicly in the group.

Steps for Sub Teachers:

1. Unmute the group when available for work.
2. When a suitable position is posted, send a **private** message to that principal to indicate your availability. "I am available to fill this position"
3. The principal will contact you privately if you are successful in securing the position and to confirm all other details. Do not contact principals publically in the group.

To Subscribe to the WhatsApp Group

If you are already on our sub list and would like to join the WhatsApp group please email

eolas@mayoeducationcentre.ie, with your mobile phone number stating you would like to join the group.

If you haven't already signed up to our subs list, you can do so online and opt to join the WhatsApp group from there.

Unsubscribing from the WhatsApp Group

To unsubscribe, simply remove your number from the group. Please note, this action does not remove your name from the Mayo Education Centre subbing list. To remove yourself from this list, please send an email request to eolas@mayoeducationcentre.ie.

Please Note:

The maximum number in the group is 250. If the number exceeds this, you will be placed on a waiting list to join the group.

In agreeing to use this service, you understand and consent to your name and phone number being visible to all other members of the group, both teachers and principals.

Note for Principals:

Disclaimer: Mayo Education Centre does not conduct Garda vetting of substitutes or perform other checks in relation to the suitability of each sub for the role they are filling.

Each school must verify this information independently prior to employing any sub from the subs list.