

A Parent's Guide to Childcare Funding Programmes 2019/2020



**What can your local City/
County Childcare Committee
do for YOU?**



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Dublin City Childcare Committee would like to acknowledge the support of the management, staff, children and families of One Family, Smithfield, Dublin 7, for allowing us to take photos with consent.

Photography by John Ohle.

Dublin City Childcare Committee CLG

November 2019.

Information correct as of publishing date.

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Introduction

What can your local City / County Childcare Committee (CCC) do for you?

City/County Childcare Committees (CCCs) were established nationally in 2001 to encourage the development of childcare locally. CCCs offer a wide variety of services locally; we offer information and guidance to Early Learning and Care and School Age Childcare providers, childminders, parents and the general public on a variety of issues relating to the Early Learning and Care sector.

CCC's administer the National Childcare Funding programmes on behalf of the Department of Children and Youth Affairs (DCYA).

The aim of this guide is to provide parents with information about the Childcare Funding programmes for 2019/2020.

Different Types of Service Providers

Service Providers and childminders provide full-time care, part-time care, sessional and after-school services. Fees charged are generally at the discretion of the service provider.

Private Service Providers

Private service providers offer quality childcare services that are run as private businesses. These Early Learning and Care services range from small businesses that are operated by sole traders to larger childcare facilities that are operated by companies, some of which may have a number of different services in various locations. For programme year 2019/2020, private services may offer the National Childcare Scheme (NCS), the Early Childhood Care and Education programme (ECCE), Community Childcare Subvention Plus (CCSP), Community Childcare Subvention Universal (CCSU), Community Childcare Subvention Resettlement (CCSR), Community Childcare Subvention Resettlement (Transitional) CCSR(T) and the Training and Employment Childcare (TEC) Funding Programmes.

Community Service Providers

Community service providers (not-for-profit) offer quality Early Learning and Care services. They are managed by a voluntary Board of Management. For programme year 2019/2020, community based childcare services may offer the National Childcare Scheme (NCS), the Early Childhood Care and Education programme (ECCE), Community Childcare Subvention Plus (CCSP), Community Childcare Subvention Universal (CCSU), Community Childcare Subvention Resettlement (CCSR), Community Childcare Subvention Resettlement (Transitional) CCSR(T) and the Training and Employment Childcare (TEC) Funding Programmes.

Childminders

A Childminder is a self-employed person who provides childcare in their own home. Childminders may offer the National Funding Programmes to parents subject to meeting certain criteria for example, being registered with Tusla as a childminder.

Types of Childcare:

Sessional:

A sessional service refers to a programme for children for up to 3.5 hours per session. Services may offer a morning and/or an afternoon session.

Part-Time Day Care:

A part-time day care service refers to a programme for children over 3.5 hours and less than 5 hours per day.

Full Day Care:

A full day care service refers to a programme of activities for children for more than 5 hours per day. A full day service may include sessional and part-time services and School Age Childcare Services for children attending primary school.

School Age-Childcare:

School-Age Childcare refers to centre-based services for school aged children from 4 years until their 15th birthday which operate during one or more of the following periods: before school - after school - during the school holidays.

Childminders:

Childminding services refers to care for children within a Childminder's home. A Childminding service may include sessional and part-time services and School-Age Childcare services for children attending primary school.

(Tusla, 2016).

Beginning your Search for Early Learning and Care (including School-Age Childcare)



Step 1: Consider your Early Learning and Care service requirements. The type of the service you choose will depend upon:

- your child's needs and your family needs
- the type of service you prefer
- the options available in your community

Step 2: Contact your local City/County Childcare Committee who will provide you with a directory of services within your area.

Step 3: How much childcare do you require? Knowing your childcare needs will help you to narrow down your options. You may need a full time Early Learning and Care service (5 hours or more each day), part-time care only (3.5 hours up to 5 hours), sessional care (up to 3.5 hours) or perhaps a home-based Childminding service.

Step 4: There are various financial supports available for parents and families through the current Childcare Funding programmes. Find out which financial support you are eligible for through contacting your local Childcare Committee.

Step 5: Once you have created a shortlist of Early Learning and Care services in your area that may meet your childcare needs, you can contact them directly to enquire further and arrange an appointment to visit the service. Guidance on contacting a service and arranging a visit are detailed on page 5.

Contacting a Service Provider

Making an informed decision

Researching various services supports you to make informed decisions when choosing an Early Learning and Care service. School Age Childcare services are regulated by the Child Care Act 1991 (Early Years Services) (Registration of School Age Services) Regulations 2018. The Early Learning and Care sector is regulated under the Child Care Act 1991 (Early Years' Services) Regulations 2016. Tusla Child and Family Agency has statutory responsibility to support compliance and quality standards through regular inspection.

Early Years Inspections

Inspection is designed to ensure the health, safety and welfare of children and the promotion of their development. It is also to ensure that Early Learning and Care services comply with relevant statutory requirements including the Child Care Act 1991 (Early Years' Services) Regulations 2016. Tusla Child and Family Agency is responsible for inspecting pre-schools, crèches, day-care and similar Tusla registered services which cater for children aged 0-6 years. This agency has statutory responsibility to assess levels of compliance with the Regulations and works with service providers in partnership to promote a culture of compliance. Inspection reports are valuable published resources. A list of Tusla registered service inspection reports can be viewed through Tusla's website www.tusla.ie under the Family Support Early Years Inspection section.

The Child Care Act 1991 (Early Years Services) Regulations 2016

It is the duty of every person providing an Early Learning and Care service to take all reasonable measures to safeguard the health, safety and welfare of the children attending the service and to comply with the Child Care Act 1991 (Early Years Services) Regulations 2016. The Regulations document and the Amendments to the Regulations document are available through Tusla's website www.tusla.ie.

Child Care Act 1991 (Early Years Services) (Registration of School Age Services) Regulations 2018 School Age Services Regulations

The registration of School Age Childcare services was introduced on the 2nd January 2019 with the publication of the Child Care Act 1991 (Early Years Services) (Registration of School Age Services) Regulations 2018. These regulations set out the minimum requirements that must be adhered to by the service provider in order to register as a School-Age Childcare service.

Initial contact / phone interview

Once you have completed research regarding services, the next task is to shortlist potential services. A brief email or phone interview asking your key questions will guide you to the next stage of choosing a suitable service. When you contact a service provider, you can ask a number of questions initially. These questions may help you to shortlist providers and make informed decisions in choosing appropriate care for your child.

Such questions may include:

- Is the service registered with Tusla?
- What are the opening hours of the service?
- What age range of children does the service accommodate?
- Are there spaces currently available or is there a waiting list in operation?
- What type of childcare is provided, e.g. full day care, part-time, sessional, etc.?
- If your child has specific needs, is the service resourced to meet those needs?
- What information is already available to you - Website, Facebook page etc.?

Arranging a visit

After an initial phone or email interview it is recommended that you visit the service. Arrange an agreed date and

time with management, and visit during operating hours. If possible, bring another family member and your child along.

It is essential that you meet the manager and staff, explore the setting's environment, and discuss the policies and procedures that are in place. This is your opportunity to ask about topics such as the service's approach to behaviour management, the procedures in place for emergencies, is there a healthy eating policy and how the service encourages your child's interests and promotes independence. Then as a parent/guardian, you can decide if the service compliments your approach to parenting and is an appropriate fit for you and your family.

Some points to consider

- Narrow your choices down to a couple of services that best suit your child and your family needs.
- Consider first impressions of the service. Would you be happy to leave your child in that service?
- Consider external information available to you: Tusla's Early Years' and the Department of Education and Skills (ECCE services only) inspection reports are available online.
- Has anyone been able to recommend the service to you?
- Don't be afraid to ask questions. A service provider should be happy to inform parents on their service, their approach to education and care and clarify any common misconceptions.



Choosing an Early Learning and Care Service (including School-Age Childcare)

QUESTIONS TO ASK & WHAT TO LOOK FOR



The Learning Environment:

Look for:

- Is the indoor and outdoor environment spacious, bright and welcoming?
- Are the premises in good repair, clean, secure and safe?
- Are the rooms well-arranged allowing for safe movement of the children?
- Are the equipment and toys age appropriate, safe, in good repair and varied?
- Do all children have easy access to the toys and learning materials?
- Is there evidence of the children's work displayed throughout the service?
- Are children free to choose activities?
- What learning opportunities are offered through the curriculum, e.g. physical play, outdoor play, individual activity, group activity, creative activities, construction opportunities? Etc.
- Do the children seem content, comfortable and happy in their surroundings?
- Are the children engaged in conversation, with an activity or meaningful play?
- Can you observe caring and respectful interactions between adults and children?
- How is daily information about children communicated to parents/guardians, i.e. diaries, scrapbooks, etc.

Ask:

- What will a typical day for my child look like? Is independence promoted and encouraged?
- How will staff help my child during the settling in process?
- Do the children have an opportunity to mix with other age groups, i.e. siblings?
- How often do the children go outside?

- What curriculum approach is used?
- How many children in your child's age group are being cared for in the room?
- How do staff manage difficult or challenging behaviour?
- Is there an open-door policy? Can you visit at any time?

Health and Safety:

Look for:

- Entry and exit points to building and rooms that are clear and clutter free.
- Doors to children's rooms with viewing panels.
- An area that displays information about who is the designated person in charge. Some services may also display photographs and names of their staff team.
- An area that displays information about who is the First Aid Officer, the Health and Safety Officer and the Designated Liaison Person for Child Protection concerns.
- Evidence of fire safety procedures such as fire evacuation assembly points, fire extinguishers, smoke alarms, fire exits, record of fire drills and record of evacuation procedures.
- Outdoor play area, nappy changing area, sleeping and resting facilities that are safe and appropriate.
- Hygienic food preparation areas that are inaccessible to the children.

Ask:

- Who has access to the building?
- Is there a safety statement and can you view it?
- Is food prepared on the premises?
- **Transport:** Is there a school drop off/collection service in place? Does the vehicle have seatbelts and /or booster seats as appropriate? Is the vehicle appropriately insured with a qualified driver and staff member?

- **Child Protection:** Is there a Child Safeguarding Statement in place? Is there a procedure for reporting child protection concerns? Have staff attended child protection training and hold up-to-date certification? Is there a Designated Liaison Person and Deputy Designated Liaison Person? Have all staff been Garda Vetted and references checked?
- **Collection policy:** Who can collect your child? What measures are in place to ensure only those authorised to collect your child have access to your child? Are passwords or ID required? Are there late collection penalties?
- **Illness and Exclusion policy:** What is the setting's illness policy and their policy around the administration of medication? What are the exclusion periods for illnesses? What happens if my child falls ill on the premises? If my child has specific medical needs, how will they be accommodated?
- **Accident / incident / emergency care:** What procedures are in place in the event of a medical emergency? At what stage of an emergency will you be contacted? How are you informed of any incidents / accidents relating to your child?
- **Outings:** Are the children taken on outings? How frequent are the outings? What is the adult to child ratios while off the premises? Are these outings covered by insurance? Ask to see the Outings Policy.
- **Healthy eating policy:** Do parents supply food or does the service provide food? Are there sample menus available to view? Can the service cater for specific dietary requirements that your child may have? What are the meal times? What happens if your child doesn't eat their dinner? What types of drinks and snacks are permitted in the service? Is water available throughout the day?
- **Is the service registered with Tusla?** A list of registered services can be found on Tusla's website www.tusla.ie

Management & Staff:

Look for:

- Confirmation from the designated person in charge that all staff meet the qualification requirement, are Garda Vetted and Police Vetted (where necessary), and references are checked before working with the children.
- Adequate number of adults in each room to meet the adult:child ratio requirements as set out in the Early Years Regulations 2016 and the Child Care

Act 1991 (Early Years Services) (Registration of School Age Services) Regulations 2018

- Staff that are positively interacting with the children and colleagues, e.g. at the child's level, positive verbal and body language, and communication that is respectful and encouraging.
- Signs of a professional and caring approach to working with children, colleagues and you as a potential parent of a child in their care.

Ask:

- Who will be looking after your child?
- Is there a Key Worker System in place? (one staff member who is responsible for supporting your child's transitions and communicating key information to you) How often will you be able to communicate with this person?
- Is there a high turnover of staff? If so, any reasons or explanation for this.
- Are the staff Garda Vetted and references checked as required by the Early Years Regulations 2016? Do new staff members complete an induction followed by adequate supervision?
- Is there a designated person in charge on the premises at all times during hours of operation?
- What opportunities are there for parents/guardians to get involved with the service (e.g. outings, plays, family events, etc.)?
- How are concerns about children, staff or the service dealt with? Is there a complaints policy/procedure?

Fees:

- What is the weekly/monthly charge for the childcare you require? How often are fees paid? What is the preferred method of payment? What period of notice do I need to provide when I no longer need childcare?
- Is a deposit required? When is the deposit refunded? Always ask for a receipt of deposit.
- Are there any extra/optional charges e.g. late collection, additional hours?
- What are the payment arrangements regarding holidays, e.g. Christmas and mid-terms?
- If transport is supplied to and from school, is this an extra cost?
- Does the service participate in any of the Childcare Funding programmes? Are you eligible for any of the programmes? Information on the various Childcare Funding programmes are detailed in this guide.

What's Next once you have chosen an Early Learning and Care Service (including School-Age Childcare)

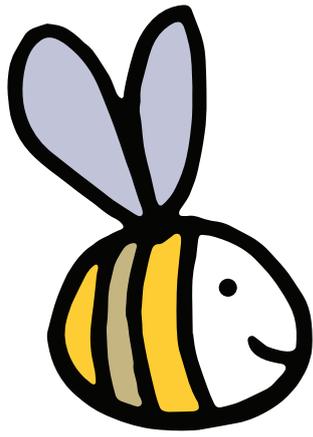


When you have visited services, you may feel you are in a better position to choose the right one for your child and family.

Once you have chosen a service, there are some simple steps to take next:

- Contact the service provider to begin the enrolment process. If you wish to visit the service again, make an appointment.
 - When paying a deposit, ask for a receipt and be clear of the criteria around refundable/non-refundable deposits. Please note: Deposits for ECCE only sessions cannot be more than the amount paid to the service by the Government for 4 weeks of ECCE sessions for your child.
 - If your child's name is placed on a waiting list, ask for written confirmation and for the service's procedure in managing the waiting list.
 - Arrange a start date and settling in period in line with the procedures of the service.
- Prepare your child for their new experience by talking about the service, what they might do there, about their new teacher and friends they will make.
 - Share as much relevant information as possible with the staff caring for your child such as any illnesses, allergies or medical needs, likes and dislikes, eating and sleeping patterns, etc. Ensure you have enough time to do this. The more information you provide about your child the easier it is for staff to meet your child's needs, and the easier it is for your child to transition from home to the service.
 - Ensure the service is provided with everything they require to care for your child such as nappies, food, bottles, etc.
 - Request a copy of the policies and procedures.
 - If you are availing of a funding programme, ask for clarification on the associated notice period (e.g. if you choose to move to another service, what is the notice period and if the funding stays with the child or with the service in these instances).





National CHILDCARE Scheme

Early Learning & Care

The following section of this guide contains information which has been taken from the National Childcare Scheme website www.ncs.gov.ie and the Parent Information Booklet.

State Scheme
Commissioner of Ireland

AAI High Content Quality

Home I am a Parent I am a Provider Parent FAQs Provider FAQs Latest News ECCE Resources Gettine ready to apply

THE NATIONAL CHILDCARE SCHEME

WELCOME

Message from the Minister, Dr. Katherine Zappone, TD.

Welcome to the National Childcare Scheme website!

The National Childcare Scheme is a landmark new Scheme for Ireland. It is the first ever statutory entitlement to financial support for childcare. It establishes an equitable and progressive system of universal and income-related subsidies for children up to the age of 15. It also provides an innovative and user-friendly online application process to access those subsidies.

Through all of the above, the National Childcare Scheme aims to improve children's outcomes, support lifelong learning, make work pay, reduce child poverty and tangibly reduce the cost of quality childcare for thousands of families across Ireland.

Without the National Childcare Scheme, we simply cannot move forward with delivering the quality, accessible, affordable childcare that Ireland needs and deserves. The Scheme provides a flexible, future-focused and sustainable platform to invest in quality Early Learning and Care and School Age Childcare. It is our commitment to children. It is our investment in families.

Read on to find out more about your National Childcare Scheme!

Find us on [f](#)

THE NATIONAL CHILDCARE SCHEME PARENT SUPPORT CENTRE IS NOW OPEN!!!

PLEASE CALL 01-7064530

OPENING HOURS - MONDAY TO FRIDAY 9AM TO 5PM

If you have a specific query please email us at NCS@dca.gov.ie

I AM A PARENT
For information on accessing the National Childcare Scheme.
[Click Here](#)

I AM A PROVIDER
For information on participating in the National Childcare Scheme.
[Click Here](#)

With Special Thanks to the Department of Children and Youth Affairs (DCYA) for providing and sharing this information.



What is the National Childcare Scheme?

The National Childcare Scheme is our pathway to truly accessible, affordable, quality childcare.

The Scheme will open to online applications on November 20th 2019. It will replace all previous targeted childcare programmes with a single, streamlined and user-friendly Scheme to help parents meet the cost of quality childcare.

What will happen to the existing childcare programmes?

The existing childcare programmes will continue to operate until the launch of the National Childcare Scheme. Applications for the current programmes can be made up until the new scheme launches in November.

No new applications for these programmes will be available after the National Childcare Scheme opens (with the exception of TEC see page 25).

To make the transition as smooth as possible, families can choose to make the switch to the new Scheme immediately or remain on their current programme for one final programme year.

The Early Childcare Care and Education (ECCE) programme will not be affected. Please refer to page 18 for information on the ECCE programme.

How does the National Childcare Scheme work?

The National Childcare Scheme will support families with children aged between 24 weeks and 15 years who are attending any participating Tusla registered childcare service, and Tusla registered School-Age Childcare services. A full list of contracted childcare providers will be available on www.ncs.gov.ie.

There are two types of supports available under the Scheme: a Universal subsidy and an Income Assessed subsidy.

Universal Subsidy

Universal Subsidies are available to all families with children under 3 years. They are also available to families with children over 3 years who have not yet qualified for the free preschool programme (ECCE). The Universal subsidy provides 50c per hour towards the cost of a registered childcare place for up to a maximum of 40 hours per week. This subsidy is **not means tested** and can typically be calculated within minutes of applying using the Scheme's online system.

Income Assessed Subsidy

Income Assessed Subsidies are available to families with children aged between 24 weeks and 15 years. This subsidy is **means tested** and will be calculated based on your individual circumstances. Your rate will vary depending on **your level of family income, your child's age and educational stage, and the number of children in your family**. The subsidy can be used towards the cost of a registered childcare place for up to a maximum of 40 hours if you are working, studying or training, or in circumstances where you are unavailable for childcare, and a maximum of 15 hours if you are not working, studying or training.

The maximum subsidy rates by age are set out below. Maximum rates are payable where **reckonable*** family income is under €26,000 per year.

**Reckonable income is calculated by taking your net family income and deducting any allowable items under the Scheme, such as the Multiple Child Discount. In other words it is the family income, including social protection payments, after tax, PRSI, USC, and any allowable items under the Scheme have been deducted.*

The table on the next page is a helpful guide which shows the hourly subsidy rate payable based on reckonable family income and the age and educational stage of a child. The maximum subsidy rates are payable where the reckonable income is €26,000 or less, and the rates decrease on a sliding scale as reckonable income increases up to the Scheme's maximum threshold of €60,000.



For example, if your reckonable family income is €32,500 per year and your child is 2 years old, your hourly subsidy rate will be €3.61. This amounts to €144 per week for a child using 40 hours of childcare.

If your reckonable family income is €47,500 per year and your child is in school, your hourly subsidy rate will be €1.38. This subsidy can be used for the hours of childcare spent outside of school, or the 'wrap-around' hours.

Reckonable Income	Rate per hour if your child is 0-1 years old	Rate per hour if your child is 1-3 years old	Rate per hour if your child is over 3 and not yet in school	Rate per hour if your child is School Age
€26,000	€5.10	€4.35	€3.95	€3.75
€27,500	€4.90	€4.18	€3.78	€3.58
€32,500	€4.22	€3.61	€3.19	€3.03
€37,500	€3.54	€3.05	€2.61	€2.48
€42,500	€2.87	€2.48	€2.03	€1.93
€47,500	€2.19	€1.92	€1.45	€1.38
€52,500	€1.51	€1.35	€0.87	€0.83
€57,500	€0.84	€0.78	€0.29	€0.28



What items can be deducted under the Scheme?

To calculate your **reckonable income** the following items can be deducted from your **net** income:

- A Multiple Child Discount of €4,300 for families with 2 children under the age of 15
- A Multiple Child Discount of €8,600 for families with 3 or more children under 15
- Pension contributions, up to the limit allowed by the Revenue Commissioners as a deduction from tax.
- Any maintenance payments made by you in respect of a child or former spouse
- The following social protection payments (correct as of March 2019):
 - Aftercare Allowance
 - Back to Education Allowance
 - Back to School Clothing and Footwear Allowance
 - Back to Work Enterprise Allowance
 - Back to Work Family Dividend
 - Blind Welfare Allowance
 - Caranua services support
 - Carer's Support Grant
 - Constant Attendance Allowance
 - DES Third Level Bursary Scheme
 - Diet Supplement
 - Domiciliary Care Allowance
 - Exceptional Needs Payments
 - Foster Care Allowance
 - FET Training Allowance
 - Guardian's Payment
 - Humanitarian Assistance Scheme
 - Mobility Allowance
 - Personal Reader Grant
 - Rent Supplement
 - Short-Term Enterprise Allowance
 - Springboard+
 - Student Assistance Fund
 - Student grant (SUSI)
 - VTOS Training Allowance
 - Youthreach Allowance

Which Subsidy am I eligible for?

The type of subsidy you are eligible for depends on your individual family circumstances, such as your family income and your child's age. Useful resources to guide you are available on www.ncs.gov.ie. A Subsidy Calculator will also be available when the Scheme launches. The Subsidy Calculator is a useful tool, which can help you understand which subsidy may benefit you most.

For illustration purposes, some sample families are described below. In each case, the family qualifies for 40 hours of subsidised childcare per week.

SIOBHAN & JACK

Siobhan and Jack have two children; a two year old who needs 40 hours of childcare and a 5 year old who needs 17 hours of afterschool care per week. Siobhan is working full time and Jack is studying. They have a gross income of €64,000 per year. Under the Scheme, their reckonable family income is €43,200 and they qualify for a total subsidy of €128 per week or €6,656 per year.

JENNY

Jenny has one child who is 2 years old and needs 40 hours of childcare per week. She is a lone parent, working full-time with a gross income of €26,500 per year. Under the Scheme, her reckonable family income is €26,000 and she qualifies for a subsidy of €175 per week or €9,100 per year.

CHARLIE AND SAM

Charlie and Sam have three children; a one year old and 2 year old twins who all need 40 hours of childcare per week. Charlie works full time, while Sam works part time. They have a gross income of €90,000 per year. Under the Scheme, their reckonable family income is €51,400 and they qualify for a total subsidy of €176 per week or €9,152 per year.



How will I receive my Subsidy?

The National Childcare Scheme recognises the importance of choice for families. As such, you can avail of your subsidy by registering with any childcare provider participating in the Scheme.

Your subsidy will be paid directly to your chosen childcare provider once you have made arrangements with them. After your application has been approved you will receive a unique code, called a CHICK (**Ch**ildcare **I**dentifier **C**ode **K**ey). The CHICK, along with your child's name and date of birth, are all your provider needs to register your child on the National Childcare Scheme. After you have confirmed your hours of childcare, the Department of Children and Youth Affairs will pay the subsidy to your provider on your behalf. Your provider will then subtract your subsidy from your childcare bill.

How will the Subsidies work?

The National Childcare Scheme is designed to be flexible, recognising that childcare needs are different for each family. The system has been designed to respond to these needs by providing subsidies which can be applied to the hours of care agreed between parents and providers. Parents and providers will continue to work together as they currently do, agreeing the amount of care based on a combination of what a parent needs and what a provider can reasonably offer. Services will continue to set their own fees, sessions and decide their own admissions policies. The subsidy can then be applied to the hours of care agreed, up to the maximum amount available under Scheme limits. Providers will simply subtract the subsidy from their published fee, giving parents access to lower childcare costs.

How to Apply

What you will need to apply online:

- A verified MyGovID account
- Your children's information such as date of birth and PPSN
- Your employment and income related details
- Your partner's PPSN
- Your partner's employment and income related details.

**** If you are a member of a couple.**

See www.ncs.gov.ie for more detail.

GETTING READY FOR THE NATIONAL CHILDCARE SCHEME

Your **verified** MyGovID gives you safe, secure, online access to a range of Irish Government services, including the National Childcare Scheme.

Here's how to do it:

1

To get started, you need a Public Services Card. If you don't have one you can make an appointment to get one at www.mywelfare.ie. Pick a location from one of 60+ Intreo Centres/Social Welfare Offices nationwide and book a time that suits you.

2

Your phone has to be verified. This is also done by attending any Intreo Centre/Social Welfare Office. A PIN will be sent straight to your phone. Otherwise, you will receive your PIN through the post.

3

Log on to www.mygovid.ie to get your **verified** MyGovID.



MyGovID - The safe and quick way to access the National Childcare Scheme



Rialtas na hÉireann
Government of Ireland

Applying for NCS:

Applications for the National Childcare Scheme are due to open in late November 2019. To apply for the scheme online, you will need to have a verified MyGovID.

Your verified MyGovID is your single, secure account to unlock Irish Government services online.

The Scheme will open to online applications on November 20th 2019. Applications can be made online at www.ncs.gov.ie/apply using your verified MyGovID.

A paper based, postal application will be available from January 2020.

See the Frequently Asked Questions on the next pages.

The National Childcare Scheme Parent Support Centre is open Monday to Friday from 9am to 5pm. Please call 01 906 8530.

To find out more about the National Childcare Scheme including a range of information resources visit www.ncs.gov.ie.

A promotional graphic for the National Childcare Scheme. It features a cartoon bee holding a banner that says 'THE NATIONAL CHILDCARE SCHEME'. The background is yellow with a honeycomb pattern. In the top left corner is the harp logo and the text 'Rialtas na hÉireann Government of Ireland'. In the top right corner is the National Childcare Scheme logo, which includes a bee and the text 'National Childcare Scheme Early Learning & Care'. Below the bee, the text reads 'The NCS Parent Support Centre Please call 01-9068530 Opening Hours - Monday to Friday 9am to 5pm'. At the bottom, there is an illustration of children playing in a park with a dog and a house. The website address 'ncs.gov.ie' is in the bottom right corner.

NCS Frequently Asked Questions for Parents

1. What is the National Childcare Scheme?

The National Childcare Scheme is a new national support scheme to help parents meet the cost of quality Early Learning and Care and School Age Childcare. Set to launch in November 2019, it will replace all previous targeted childcare support programmes with a single, streamlined and user friendly Scheme.

Under the National Childcare Scheme, financial supports are available for families with children aged between 24 weeks and 15 years who are attending any participating Tusla registered childcare service, including any Tusla registered childminder.

2. What supports are available under the National Childcare Scheme?

There are two types of support available under the Scheme: a Universal subsidy and an Income Assessed subsidy.

3. When will applications for the National Childcare Scheme open?

The Scheme will open to online applications on November 20th 2019, with the first subsidy payments expected to flow from 25th November 2019.

A paper based, postal application will be available from January 2020.

4. How do I apply?

From November 2019, the quickest and easiest way to apply to the National Childcare Scheme will be online on the NCS website www.ncs.gov.ie.

To apply using the online system you will need to have a verified MyGovID.

A paper based, postal application will also be available. These applications will take longer to process and will affect the start date from which your subsidy can be paid.

5. What is a verified MyGovID ?

Your verified MyGovID is your single account that gives you safe, secure, online access to a range of Irish Government services.

More information on getting and using your verified MyGovID is available on the MyGovID website.

6. Does everyone in my family need to have a verified MyGovID to apply?

No, only the person who is making the application needs to have a verified MyGovID. You will then need to provide your children's Personal Public Service Numbers (PPSN), and your partner's (if you have one) when applying.

7. What will happen to the existing childcare support programmes?

To ensure continuity of service for both parents and providers, the existing childcare support programmes will continue to operate until the launch of the National Childcare Scheme, but in a limited way.

Applications for the current programmes can be made until the Scheme goes live after which applications to these programmes will close. This means that for the 2019/2020 programme year, both the National Childcare Scheme and the existing support programmes will run simultaneously. The Community Childcare Subvention Scheme (CCS) will be merged with the Community Childcare Subvention Scheme Plus (CCSP) for the final programme year and will cease completely in 2020. If you have any questions regarding the existing programmes please go to the DCYA website or contact eyqueries@dcya.gov.ie.

To make the transition as smooth as possible, you can choose to make the switch to the National Childcare Scheme immediately or remain on your current programme for the final programme year. If you wish to change at any stage throughout the year, you can remain on your current support programme right up until the point that your provider registers you for the National Childcare Scheme and you confirm this registration. For more information on the registration process please go to Question 10.

8. Does the National Childcare Scheme replace the free preschool programme?

No, the free preschool programme (also known as ECCE - the Early Childhood Care and Education programme) will not be affected by the National Childcare Scheme. Instead, the National Childcare Scheme will offer 'wrap-around' care for families, providing financial support towards the cost of care for hours spent outside of preschool or school.

9. What is wrap-around care?

When you receive your subsidy award, the maximum hours for which your subsidy is payable are always inclusive of any hours that your child spends in school or preschool. Your subsidy can then be applied to any of the hours of care spent outside of school or preschool. This is known as wrap-around care. It includes childcare used before school/ preschool starts in the morning, after-school childcare, and childcare used outside of school/ preschool term times.

10. What happens when my child is not in school or preschool?

The hours for which your subsidy is payable will increase during any non-term time, such as school holidays or mid-term breaks. For example, if your child is in school and you qualify for 40 hours of subsidised childcare per week, your subsidy will be payable for up to 17 hours per week during term time, which can be used for before and after-school childcare. It will then increase and be payable for the maximum 40 hours per week for any non-term time childcare.

11. Can you give me an example of wrap-around care?

Siobhan and Jack have two children; two year old Bobby and 5 year old Nora. Siobhan is working full time and Jack is studying for a Level 8 award on the National Framework of Qualifications.

They have a gross family income of €64,000 per year. Under the Scheme, their reckonable family income is €43,200. This is calculated by taking their gross income and subtracting their tax, PRSI and USC, as well as a €4,300 Multiple Child Discount (as they have two children under 15 in the family).

As they are both working and studying, they qualify for the maximum hours of subsidised childcare per week for both children. For Bobby, this is 40 hours a week. Bobby's subsidy rate is €2.40 per hour, which amounts to €96 per week for 52 weeks.

Nora's subsidy rate is €1.85 per hour. For the 36 weeks she spends in school during the year, Nora's subsidy can be applied for up to 17 hours per week, which is the time she spends in her afterschool club. This amounts to €31.45 per week for 36 weeks. For the 16 weeks of non-term time (her school holidays) Nora's subsidy can be applied for up to 40 hours of childcare per week, which amounts to €74 for 16 weeks.

Applying Bobby and Nora's subsidies to the all of the hours they spend in childcare over the year, Siobhan and Jack will receive a total of €7308 off their childcare costs.

12. Which type of subsidy can I apply for?

You can choose which type of subsidy to apply for based on your own family circumstances.

All families with children under three in registered childcare can apply for the Universal subsidy. Families with children who are over three and have not yet qualified for the free preschool programme can also apply. This subsidy is not means tested, and provides up to €20 per week, or €1,040 per year, off the cost of a registered childcare place.

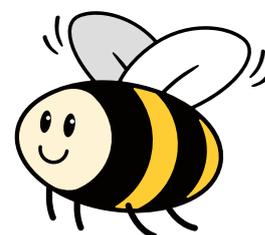
Families with children aged between 24 weeks and 15 years who are attending registered childcare and who have a reckonable income of less than €60,000 can apply for an Income Assessed subsidy. Subsidy rates will be tailored based your individual circumstances, such as your reckonable family income, your child's age and their educational stage.

13. Will I have to be working to receive a subsidy?

No, employment status is not a requirement for participation in Scheme. However, the number of hours of childcare support available to you each week will depend on whether you (and your partner if you have one) are working or studying.

This means that participation in work, study or training will determine the number of hours of subsidy available to you. Parents who are working, studying or training will be entitled to up to 40 hours of subsidised childcare per week. In certain circumstances where a parent is unavailable to care for a child, up to 40 hours of subsidised care will also be available.

Parents who are not working, studying or training can still qualify for up to 15 hours of subsidised childcare per week. Under the Scheme, 'work' includes any part-time hours, as well as labour activation schemes such as the Gateway and SOLAS programmes. All courses with awards on the National Framework of Qualifications (NFQ) are covered under the studying or training requirement.



14. What is reckonable income?

Reckonable income is calculated by taking your net family income and deducting any allowable items under the Scheme, such as the Multiple Child Discount.

In other words it is your family income, including social protection payments, after tax, PRSI, USC, and any allowable items under the Scheme have been deducted. More detail on deductions and how your reckonable family income will be calculated can be found on www.ncs.gov.ie.

15. What does 'family income' mean?

'Family income' is used to describe the total income that will be included when you apply for an Income-Assessed subsidy.

If you are a lone parent, only your reckonable income will be calculated and assessed. This includes circumstances where you are a lone parent but living with another adult who is not your partner, such as your parent or relative.

If you have a partner who is living with you (such as a spouse, civil partner or co-habitant) it will be your combined reckonable income. Your partner's income will be included even if they are not your child's parent or guardian. Similarly, if your partner is living apart from you temporarily, such as for work or study reasons, their income will still be included.

16. How does an Income-Assessed subsidy work?

If you choose to apply for an income assessed subsidy, your reckonable family income will be calculated and assessed. This, along with your child's age and educational stage, will then determine your subsidy rate.

17. Can I apply for an Income-Assessed subsidy if I am not working?

Yes. Reckonable income includes income from circumstances where you are not employed, such as certain Social Protection payments you are in receipt of. An example of this is your Jobseekers Allowance if you are currently looking for work. The maximum hours for which your subsidy is payable will be then be determined based on whether you are working or studying (see Question 11).

18. How will my income be assessed?

There are two ways your income can be assessed:

- You can choose to have your income automatically assessed using information available from the most

recent year from the Revenue Commissioners and the Department of Employment Affairs and Social Protection. If you agree to proceed with this approach, the Scheme's IT system automatically retrieves the information from Revenue and Social Protection using your Personal Public Service (PPS) number (and your partner's, if applicable). This is typically the fastest way to have your income assessed and your application processed, and you don't need to provide any supporting documents when applying*.

- You can choose to manually provide supporting documents, such as payslips or Social Protection declarations, which show your income and have them reviewed and assessed by an officer of the Scheme Administrator. These are known as 'income proofs', and a full list will be published before applications open in November. These proofs will provide the same information that would otherwise be provided by Revenue and Social Protection via the Scheme's IT system under the automatic option, and applications which are manually reviewed and assessed will take longer to process.

In both cases, you will also be asked to self-declare some additional information that is not readily available through Revenue or Social Protection. These self-declarations refer to any maintenance paid or received, income that would require you to submit a Revenue Form 12, or any foreign income. Self-declared information may be subject to verification checks by the Scheme Administrator (on a sample basis).

*in a small number of circumstances, you may be required to submit supporting documents after choosing an automatic assessment. This will only occur when there is insufficient income information available from the Scheme's IT system. A full list of such circumstances will be published before applications open in November.

19. Which time period is used when assessing income?

In general, your income assessment will be based on your income from the previous tax year. However, you can choose to have your income from the current year assessed if you prefer. You may choose this option if your circumstances have changed from the previous tax year, and you believe that your income from the current year will be significantly less than your income from the previous year. In these cases, you may

be required to submit supporting documents as described in Question 16, and your application will then be manually reviewed and assessed by an officer of the Scheme Administrator.

20. What if my circumstances change suddenly?

If you have a sudden change in circumstances, such as losing your job or your income is reduced on an ongoing basis, you can apply for a 'sudden change' assessment. To do this, you will need to declare that you have recently lost your job or had your income reduced for reasons outside of your control. This does not apply to people who go onto a shorter working year, term-time working arrangement or similar. Your assessment will then be based on the four weeks prior to your application, and any subsidies awarded under a 'sudden change' assessment will be for a 6 month period, after which time you will need to re-apply for a new subsidy.

21. How will I receive my subsidy?

Your subsidy will be paid directly to your chosen participating childcare provider, once they have registered you under the Scheme. When your application has been approved, you will receive your unique CHICK code. Your chosen provider will use this, along with your child's name and date of birth, to register your subsidised hours of care as arranged with them. The hours of care are agreed based on a combination of what you need and what your provider can offer you.

When your provider has registered the hours, you will receive a notification asking you to confirm that the details entered are correct. Once you send your confirmation, the Department of Children and Youth Affairs will then pay the subsidy to the provider on your behalf.

22. How will the subsidies reduce my childcare costs?

The National Childcare Scheme is designed to be flexible, recognising that childcare needs are different for each family. In creating a single scheme, it was important to recognise these differences and create a system that could respond to them.

For this reason subsidies are awarded as an hourly rate, along with a maximum number of hours for which the rate is payable. The award is then broken up into segments, which show any changes to the subsidy rate and the payable

hours over the course of the year, such as a change in your child's age or educational stage.

Working with your provider, you can agree on the amount of childcare that you need based on your own requirements and what their service can offer. Your hourly subsidy rate can then be applied to the hours that have been agreed between you both. If these hours are the same as the amount of hours available to you under the Scheme, all of the hours of care will be subsidised. If the hours agreed are greater than the amount of hours available to you, the remaining hours of care will be unsubsidised and paid for by you in full. Providers will simply subtract your subsidy from their published fee, giving you access to lower childcare costs.

23. Can I choose any childcare provider?

The Scheme is open to all childcare providers who are registered with Tusla and who have a National Childcare Scheme contract with the Department of Children and Youth Affairs. This is to ensure that there is a quality assurance system in place for childcare providers participating in the Scheme.

24. How will I know if my childcare provider is participating in the scheme?

A full list of contracted childcare providers will be available on the website prior to the launch. Information will also be available from your local City or County Childcare Committee.

25. How can I get in touch?

Please email us at NCS@dca.gov.ie or call the National Childcare Scheme (NCS) Parent Call Centre (01) 906 8530 or you can talk to your local City or County Childcare Committee.



Early Childhood Care and Education (ECCE) Programme

The Early Childhood Care and Education Programme (ECCE) is a universal childcare programme designed to give children access to up to 2 years free pre-school education before they start primary school.

Is my child eligible for the ECCE Programme?

Children are eligible for the ECCE Programme once they have turned 2 years and 8 months of age before the 1st of September 2019. You may enrol your child at any stage during the 2019/2020 Programme Year once they meet the eligibility criteria of 2 years and 8 months of age before the 1st of September 2019.

How much will it cost?

If your child is eligible for the free pre-school year then your child is entitled to a pre-school session of 3 hours per day, 5 days per week, for 38 weeks, for free.

Childcare services can charge for additional services that they provide, such as additional hours and optional extra activities, such as trips, swimming, parties, etc. Childcare services receive a capitation of €64.50 per week for 38 weeks, for each child. If you avail of extra hours/optional activities, your ECCE payment will be applied as a reduction of €64.50 weekly for 38 weeks.

It is not mandatory that children attend 5 days per week. Capitation fees are only paid for the days that your child attends.

How do I know which Early Learning and Care services are in the ECCE programme, and how do I get a place for my child?

A list of current ECCE services is available from your local City/County Childcare Committee. You should make contact with some local childcare services to see if they have ECCE places available. They will explain their fees to you, along with any extras that



they offer. Once you have found a childcare service that you wish your child to attend, they will ask you for some information about your child, such as your child's PPS number and date of birth.

Can I transfer my child from one early learning and care service to another?

You may choose to transfer your child from one ECCE service to another at any stage during the pre-school year. You must give **4 weeks' notice** to the service, and you are required to complete a transfer form, which must be signed by the original service and the new service. If you transfer your child without any notice period, the original service will be paid 4 weeks capitation in lieu of notice and you will have to pay fees for the following 4 weeks in the new service.

Can I use a Childminder instead?

Yes, childminders who meet certain requirements can apply to provide the ECCE programme.

Please contact your local City/County Childcare Committee to find out if any childminders in your area are participating in the programme.

Are there exemptions to the upper age limit?

If your child is above the upper age limit for the ECCE programme there are some circumstances where the child can continue to participate in the ECCE programme.

In exceptional circumstances, exemptions from the upper age limit may be granted where a child has additional needs which delay their entry to school. Applications for such exemptions must be submitted in writing to the DCYA and must include a letter of recommendation from a specialist stating support for the child to avail of a further year of preschool.

Your Child's Eligibility for the ECCE Programme

The programme is available to all children from the September after they have turned 2 years and 8 months. Table 1 below sets out relevant eligibility dates by year of birth:

Table 1: Eligibility for ECCE by month of birth

Birth date between	ECCE Start Date	ECCE End Date
1st January 2015 - 31st December 2015	1st September 2018 + 1st September 2019 +	June 2020
1st January 2016 - 31st December 2016	1st September 2019 + 1st September 2020 +	June 2021
1st January 2017 - 31st December 2017	1st September 2020 + 1st September 2021 +	June 2022
1st January 2018 - 31st December 2018	1st September 2021 + 1st September 2022 +	June 2023
1st January 2019 - 31st December 2019	1st September 2022 + 1st September 2023 +	June 2024

The Access and Inclusion Model (AIM)

The Better Start Access and Inclusion Model (AIM) is a model of supports designed to ensure that children with disabilities can access the Early Childhood Care and Education (ECCE) programme. Its goal is to empower service providers to deliver an inclusive pre-school experience, ensuring that every eligible child can fully participate in the ECCE programme and reap the benefits of quality Early Learning and Care.

The model is designed to be responsive to the needs of each individual child in the context of their pre-school setting. It offers tailored, practical supports based on need and does not require a formal diagnosis of disability.



What supports are provided under AIM?

There are 7 levels of supports available through AIM ranging from **universal supports** to **targeted supports**.

Levels 1 - 3 of the model involve a suite of universal supports which are designed to promote and support an inclusive culture within pre-school settings. However, where a service provider, in partnership with a parent/guardian, considers that some further additional support may be necessary to meet the needs of a particular child, they can apply for one or more targeted supports under **Levels 4 - 7** of the model.

Further detailed information for parents/guardians, including levels of support and frequently asked questions in relation to the Access and Inclusion Model (AIM), can be found online at www.aim.gov.ie

For more information on the ECCE Programme or AIM contact your local City/County Childcare Committee or the Early Childhood Service where you would like your child to attend.



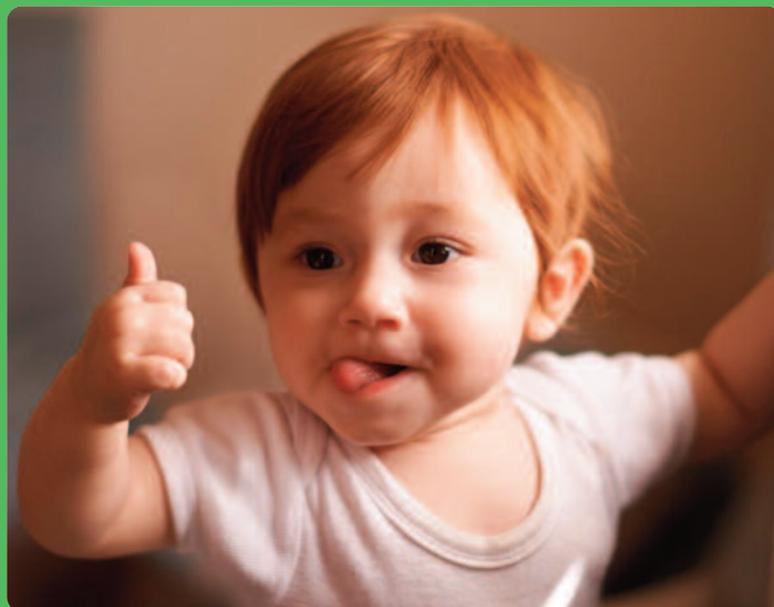
Legacy Funding Programmes

The following programmes will remain in operation for the 2019/2020 programme year to allow the transition to the National Childcare Scheme (NCS)

After the National Childcare Scheme launches, no new registrations will be available for the following funding programmes with the exception of TEC which will remain open until February 2020:

- **Community Childcare Subvention Universal (CCSU)**
- **Community Childcare Subvention Plus (CCSP)**
- **Community Childcare Subvention Resettlement (CCSR)**
- **Community Childcare Subvention Resettlement (Transitional) (CCSR(T))**
- **Training and Employment (TEC) including CETS, CEC and ASCC (Please note TEC will remain open until February 2020)**

Community Childcare Subvention Universal (CCSU)



If your child is aged between 6 months and 36 months* and is enrolled in Tusla-registered childcare, you are eligible for a non means-tested universal childcare subsidy of up to €20 per week. That amounts to up to €1,040 per year.

**Your child may continue to receive the universal subsidy until they commence their ECCE (free preschool year). In some cases, this will be slightly older than 36 months.*

CCS Session Type (Universal)	Weekly Subsidy	Daily Subsidy
Full-time (i.e. 5.01 or more hours)	€20	€4
Part-time (i.e. 3.31 to 5 hours)	€10	€2
Sessional (i.e. 2.16 to 3.30 hours)	€7	€1.40
Half-sessional (i.e. 1 to 2.15 hours)	€3.50	€0.70

If your child is under 6 months old, you may qualify for a means-tested childcare subsidy of up to €145 per week. To see if you qualify for this childcare support see Table 1 on page 15.

Children must be enrolled in TUSLA registered childcare services in order to avail of the universal subsidy. To see a list of TUSLA registered childcare providers please visit the Tusla website or contact your local CCC.

How do I apply for the Universal Subsidy

- Speak to your childcare provider to check if they are offering the subsidy.
- For the universal payment of up to €20 per week provide the PPSN and date of birth of the child and the PPSN of the parent(s) to your childcare provider to register.
- The subsidy will be paid directly to your childcare provider and will be deducted from the cost of your childcare.

If you have any questions about this scheme, please contact your local City/County Childcare Committee (CCC).



Community Childcare Subvention Plus (CCSP)



Community Childcare Subvention Plus (CCSP)

Overview of CCSP

The Community Childcare Subvention Plus (CCSP) Programme provides support for parents on a low income to avail of reduced childcare costs at participating privately owned childcare services and at community not-for-profit childcare services; a list of these services is available through the local Childcare Committee. The Department of Children and Youth Affairs pays a portion of the childcare costs for eligible children, with the parent paying the remainder. The eligibility of the parent is determined by their status with the Department of Employment Affairs and Social Protection and is set out on Table 1 on page 23 of this guide. Interested parents should contact their local participating Early Learning and Care service in the first instance.

Am I eligible for the CCSP Programme?

A child must be under 15 years of age to be eligible for CCSP, that is, the child must be born on or after 1 September 2004 to be eligible. CCSP subvention is available for up to 52 weeks of the programme year.

If you are a parent/guardian who:

- holds a medical card or GP visit card;
- is on low income;
- is in school;
- in further education;
- job training;
- or in receipt of a social welfare payment,

then you may be eligible for assistance with your childcare costs.

To view CCSP Eligibility and rates see Table 1 on the next page.



Table 1 CCSP Eligibility

Your eligibility is determined by your status with the Department of Employment Affairs and Social Protection (DEASP). The level of the subvention is determined by your DEASP status and also by the level of childcare you require. The eligibility criteria and subsequent childcare and subvention options are set out in **Table 1** below.

	Band A (with medical card unless otherwise stated)	Band AJ (with medical card)	Band B	Band D
Eligibility criteria	<ul style="list-style-type: none"> • One Parent Family Payment • Widows/Widowers Pension • Farm Assist • Fish Assist • State Pension Con/Non-Con • Blind Pension • Guardian's Payment Con/Non-Con • Illness/Injury Benefit • Disability Allowance • Carer's Benefit/Allowance • Back to Work Enterprise/ Education Allowance • Community Employment/ Rural Social Scheme • Domiciliary Care Allowance • Working Family Payment (WFP) • Secondary Students • Invalidity Pension • Disablement Pension • Partial Capacity Benefit • Official Tusla Referrals (no medical card required) • HSE Public Health Nurse referrals (no medical card required) • TÚS • Part-time Job Incentive Scheme • Gateway 	<ul style="list-style-type: none"> • Job Seeker's Benefit/ Allowance* • Supplementary Welfare Allowance** 	<ul style="list-style-type: none"> • Medical Card • Parents who are in receipt of Social Welfare payments listed under Band A/AJ but have no medical card 	<ul style="list-style-type: none"> • GP Visit Card (over 6yrs+only)*** • Parents who no longer qualify for Band A/AJ this year but who were verified as being on Band A/AJ at the end of the previous school year

*parents who qualify for Band AJ under Jobseeker's allowance/benefit receive maximum subvented childcare of €80 for full day care per week.

**parents who qualify for Band AJ under Supplementary Welfare Allowance payments receive maximum subvented childcare of €80 for full day care per week.

***Please note GP visit card for children 0-6 years of age does not qualify for CCS/CCSP subvention funding. A Family GP visit card does qualify for CCS/CCSP

The maximum subvention is €145 per week; however, the amount will depend on how much childcare you use and what funding you are eligible for.

Weekly rate	Band A (with medical card unless otherwise stated)	Band AJ (with medical card)	Band B	Band D
(Full-Day payment (5.01 hrs +))	€145	€80	€70	€50
(Part-time payment (3:31-5:00))	€80	€80	€35	€25
(Sessional payment (2:16-3:30))	€45	€45	€25	€17
(Half-session payment (1:00-2:15))	€22.50	€22.50	€12.50	€8.50

For information on CCSR and CCSR(T) see page 24 of this guide.

To qualify for enhanced targeted subsidies you will need to provide proof of eligibility, for more information contact your local CCC to find out more.



Community Childcare Subvention Resettlement (CCSR)

Overview of CCSR

CCSR is intended to support the Programme Refugees (PRs) in their resettlement and integration into Irish society. It enables parents to attend a language and orientation course within their reception centre for eight weeks and then a full year following their move into the community.

Am I eligible for CCSR?

Age of eligible child

Participating pre-school going children must be between 0 and 5 years old on their start date.

School-aged children (between 6 and 12 years) can access childcare for the primary school holiday periods only.

How do I apply for CCSR?

Parent/s must supply a completed eligibility letter submitted and signed by the Department of Justice and Equality. Please contact your local Childcare Committee for more information.

Types of Places under the CCSR Programme

Part-time places (between 3hrs 31mins and 5hrs) are provided under the CCSR programme.

Community Childcare Subvention Resettlement (Transitional)(CCSR(T))

Overview of CCSR(T)

CCSR(T) provides access to free childcare for children of families experiencing homelessness. The provision provides subvention for all pre-school children. The scheme is also designed to help those transitioning from homelessness to permanent accommodation.

Eligibility for CCSR(T)

Age of eligible child

Participating pre-school going children must be between 0 – 5yrs on their start date.

School-aged children (between 6 and 12 years) can access childcare for the primary school holiday periods only.

How do I apply for CCSR(T)?

- i. A verification letter from Focus Ireland (if in the Dublin area) or from their local authority (for all counties outside Dublin) is required.
- ii. In order to confirm eligibility, both the Parent's and Child's Personal Public Service Number (PPSN) are required, as well as the child's date of birth.



FOCUS
IRELAND

Contact details for Focus Ireland:

niamh.lambe@focusireland.ie

sinead.oreilly@focusireland.ie

Rachel.Morgan@focusireland.ie

hester.Rodenhuis@focusireland.ie

Ailbhe.sheridan@focusireland.ie

Ciara.heaslip@focusireland.ie

administrator:

amy.colley@focusireland.ie

Training and Employment Childcare (TEC)

The objective of the TEC Programmes is to support parents on eligible training courses and eligible categories of parents returning to work, by providing subsidised childcare places. TEC is only available through participating early learning and care services; a list of these services is available through the local CCC.

Please Note: TEC will remain open until February 2020.

There are 3 strands of the TEC programme:

- **Childcare Education and Training Support programme (CETS)**

The CETS Programme provides childcare to certain training course participants on courses provided by the Education and Training Boards (ETB, formerly FÁS and VEC) and Secondary Schools.

- **Community Employment Childcare programme (CEC)**

The CEC is administered on behalf of the Department of Employment Affairs and Social Protection (DEASP) and provides childcare for children of parents who are participating on Community Employment schemes.

- **After-School Child Care programme (ASCC)**

The ASCC is administered on behalf of the Department of Employment Affairs and Social Protection (DEASP) and provides afterschool care for primary school children for certain categories of working parents and parents on DEASP employment programmes (not including Community Employment).



Childcare Education and Training Support programme (CETS)

Early Years Learning and Care places can be full-time, part-time, afterschool only or after-school with transport places. ETBs and Solas have sole responsibility for deciding who is eligible to avail of this strand of the TEC Programme.

Am I eligible for a CETS place?

Participants on the following Further Education Programmes are eligible to apply for CETS funding:

- CETS approved Education and Training Board (ETB) courses (Formerly FÁS Training Centres)
- CETS approved Vocational Training Opportunities Scheme (VTOS)
- CETS approved Youthreach
- Back to Education Initiative (BTEI)
- Secondary school students completing Junior or Leaving Certificate cycle

How do I apply for CETS?

Parent must provide a letter from their training provider to include hours of course and start and finish dates. Once you have found a childcare service, the service will ask you for a copy of your letter of eligibility as evidence that you are eligible for the CETS programme. They will ask you to complete a TEC Child Registration Form, with details of you and your child's PPS numbers, dates of birth, etc., along

with information about the type of childcare place required. They may also ask you for proof of you and your child's PPS numbers and dates of birth.

How much will the CETS place cost?

The maximum amount that you can be charged per week for a CETS place is:

- Full-time Childcare Place - €25 per week
- Part-time Childcare Place - €15 per week
- After-school Childcare Place - €5 per week
- After-school (with transport) Childcare Place - €15 per week

Community Employment Childcare programme (CEC)

The CEC programme provides part-time or afterschool care for children up to 13 years of age.

Am I eligible for CEC?

If you are a parent taking part in a CE scheme, you are eligible for a CEC place for your child. Your CE sponsor should give you a letter of eligibility for CEC.

This letter must contain the following information:

- Name of parent
- Start date of entitlement to childcare support
- Confirmation that the parent is eligible for the CEC programme

How do I apply for CEC?

A list of current CEC services is available from your local City/County Childcare Committee.

Once you have found a childcare service, they will ask you for a copy of your letter of eligibility as evidence that you are eligible for the CEC programme.

They will ask you to complete a TEC Child Registration Form, with details of you and your child's PPS numbers, dates of birth, etc., along with information about the childcare place required. They may also ask you for proof of you and your child's PPS numbers and dates of birth.

How much will the CEC place cost?

The maximum amount that you can be charged per week for a CEC place is:

- Part-time Childcare Place - €15 per week
- After-school Childcare Place - €15 per week



After-School Child Care programme (ASCC)

The After-School Child Care programme provides after-school care for primary school children for certain categories of working parents. It is administered on behalf of the Department of Employment Affairs and Social Protection (DEASP). DEASP have sole responsibility for deciding who is eligible to avail of this strand of the TEC Programme.

Places can be afterschool only or afterschool with transport places. Places can also be approved for full day care up to a maximum of 10 weeks (when your child is on school holidays and you require full day care).

- Pro rata payments are applied for 3, 4 or 5 day places.
- Parents are entitled to a maximum of 52 weeks on the scheme, regardless of how many days a week they may avail of.
- Services will be paid for 52 weeks in total.
- Where eligible parents require childcare for morning periods before the child starts school, rather than after-school hours, this can be accommodated under the scheme. The same rates apply.

Am I eligible for ASCC?

In order to be eligible for ASCC a client must be in receipt of Working Family Payment (WFP) and increase hours of work or **satisfy the below**:

- Be in receipt of Jobseekers' Benefit (JB) or Jobseekers' Allowance (JA), Jobseekers' Transitional payment (JST) or One-parent Family Payment (OFP) or be on a DEASP employment programme (or any combination of the above) for at least three months (78 days) **AND** have one or more children aged between 4 and 13 years who are in primary school

AND

- Commence any one of the following: employment (either full-time or part-time) OR increase their employment OR a specified DEASP employment programme as follows (except Community Employment): WPP, BTWEA, TUS, Gateway or RSS

How do I apply for ASCC?

Your local DEASP office will be able to tell you if you are eligible for an ASCC place. If you are, your DEASP office should give you a letter of eligibility for ASCC. This letter must contain the following information:

- Name of parent.
- Start date of entitlement to childcare support.
- Confirmation that the parent is eligible for the ASCC programme.

Once you have found a childcare service, they will ask you for a copy of your letter of eligibility as evidence that you are eligible for the ASCC programme. They will ask you to complete a TEC Child Registration Form, with details of you and your child's PPS numbers, dates of birth, etc, along with information about the childcare place required. They may also ask you for proof of you and your child's PPS numbers and dates of birth.

How much will the ASCC place cost me?

The maximum amount that you can be charged per week for an ASCC place is:

- After-school Childcare Place - €15 per week
- After-school (with transport) Childcare Place - €15 per week



Legacy Programmes Frequently Asked Questions for Parents



When do the programmes start?

Registrations for the legacy programmes start from August 2019.

These programmes will be closed to new applications, when the National Childcare Scheme launches, with the exception of TEC which will remain open until February 2020.

Where do I apply?

For programmes other than the National Childcare Scheme (NCS), parents should apply through their chosen childcare provider. For details on applying for NCS see page 13.

Are payments made to the parent or the childcare provider?

Payments are made directly to the childcare provider. It should be offset against the cost of childcare for that provider. If a parent is eligible for CCSP Band A payment of €145 and the childcare provider charges €180 per week for full day care. The amount charged to the parent when the subsidy is applied should be €35 per week. In all cases the payment is made directly to the provider and offset against fees.

Are the programmes available per child or per family?

The programmes are available for each eligible child in your family. For instance if you have two children who are not yet old enough to avail of the ECCE programme then both will qualify to receive the CCSU subsidy of up to €20 per week. This adds up to €1,040 per year per child in full time childcare.

What are the CCSU Subsidy Rates?

CCS Session Type	Universal Band (CCS Band U) (Weekly Subsidy)
Full-time (i.e. 5.01 or more hours)	€20
Part-time (i.e. 3.31 to 5 hours)	€10
Sessional (i.e. 2.16 to 3.30 hours)	€7
Half-sessional (i.e. 1 to 2.15 hours)	€3.50

What if my child is only availing of childcare for a couple of days per week?

All programmes are available on a pro-rata basis. This means that the service receives the payment for the time your child attends the service. For example, if a child is availing of childcare for two days per week, the CCSP Band A amount payable would be €58 per week ($€145/5 = €29 \times 2 \text{ days} = €58$).

If my child is eligible for the ECCE programme, but can't find a place within a service, will my child be eligible to receive the CCSU subsidy until an ECCE place is available?

No. The CCSU subsidy is only available until the child becomes eligible for the ECCE Programme. However, children eligible for the ECCE Programme may still be eligible for the targeted subsidies provided under the CCS and TEC Programmes or a National Childcare Scheme subsidy depending on your family circumstances. Your child may also be eligible for income assessed NCS funding if applicable. Read more on page 10.

Do I need to pay a deposit for my childcare place?

Childcare providers may charge new parents/guardians a refundable booking deposit to hold a place for a child in ECCE, CCSP and TEC schemes. For the ECCE scheme the maximum deposit a provider may charge is equivalent to four weeks' ECCE payment. For CCSP and TEC schemes the maximum deposit a provider may charge is equivalent to two weeks' payment.

The full amount of the **DCYA subvention** held on deposit must be refunded to the parent/guardian once the child's registration is approved. When and how the balance of the deposit is returned to the parent/guardian is a matter for the provider. For example under CCSP where a service's weekly fee is €200 and the subvention due is under band A is €145, the service may charge a two week deposit of €400. Once the registration has been approved the service will refund the amount of €290 to the parent.

Can I be asked to pay for optional extras?

Yes. Childcare providers may charge for optional extras, but where a parent/guardian does not choose any of the optional extras, their child must be provided with the full service provision. Each optional extra must be identified individually on the fees list. Childcare providers cannot charge for any activities/items which form part of the ECCE service. DCYA determine what can and cannot be charged as optional extras to ensure every child's effective participation in the programme. Parents may choose to opt out of any optional extras by giving one month's notice to the childcare provider.

What documentation is required?

To enter into the legacy programmes you may be asked to sign some of the following documents:

- **Child Registration** form should be completed for all funding schemes. Information is used to register the child on online Programmes Implementation Platform (PIP). The Service Provider will then destroy this document, for data protection purposes.
- **PIP parental declaration forms:** When information has been registered on PIP, the service provider will print off the PIP Parent Declaration Form which must be signed by parents.
- **Fees list and service calendar:** Service Providers must complete a fees list and service calendar at the beginning of each programme year. They must show details of all the fees charged to parents, as well as details of any additional charges, optional extras, discounts or donations applied by the service
- **Programme Service Fees Information Letter:** Parents will be asked to sign to show that they have read and understood the contents. This letter will be kept on file by the childcare provider.
- **Parents sign in sheets or permission letters:** For TEC Schemes only.



If you have additional questions related to the various legacy funding programmes, please contact your local Childcare Committee for advice and information. Contact details for each Childcare Committee are available on the back of this guide.

Useful Contacts

Department of Children and Youth Affairs (DCYA)

The Department of Children and Youth Affairs (DCYA) was established on 2nd June 2011. The DCYA focuses on harmonising policy issues that affect children in areas such as early childhood care and education, youth justice, child welfare and protection, children and young people's participation, research on children and young people, youth work and cross-cutting initiatives for children.

Contact Details:

Department of Children and Youth Affairs
Block 1,
Miesian Plaza,
50-58 Baggot Street Lower,
Dublin 2, D02 XW14

Tel: +353 1 6473000

E-mail: contact@dcya.gov.ie

Web: www.gov.ie/en/organisation/department-of-children-and-youth-affairs/?referrer=/



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Department of Children
and Youth Affairs

Pobal

Pobal is a not-for-profit company that manages programmes on behalf of the Irish Government and the EU. Pobal provides a range of services to and on behalf of the Department of Children and Youth Affairs in the area of early education and childcare.

Contact Details:

Pobal
Holbrook House
Hollis Street
Dublin 2
D02 EY84

Telephone: +353 1 511 7000

Email: enquiries@pobal.ie

Web: www.pobal.ie



National Childcare Scheme (NCS)

Please email NCS@dcya.gov.ie or call the National Childcare Scheme (NCS) Parent Call Centre (01) 906 8530 or you can talk to your local City or County Childcare Committee.



National Childcare Organisations

Seven national childcare organisations currently receive funding under the Equal Opportunities Childcare Programme to promote quality. These organisations are:

- Barnardos
- Childminding Ireland
- Early Childhood Ireland
- Irish Steiner Kindergarten Association
- St. Nicholas Montessori Society of Ireland
- National Childhood Network
- National Parents Council



City / County Childcare Committee Contact Details

Carlow	059 9140244	Limerick	061 600918
Cavan	049 4365856	Longford	043 3342505
Clare	065 6864862	Louth	042 9336364
Cork City	021 4310500	Mayo	094 9064396
Cork County	022 23880	Meath	046 9073010
Donegal	074 9123442	Monaghan	047 72896
Dublin City	01 8733696	Offaly	057 9135878
Dun Laoghaire Rathdown	01 2896600	Roscommon	094 9622540
Fingal	01 4851727	Sligo	071 9148860
Galway	091 752039	South Dublin	01 4570122
Kerry	066 7181582	Tipperary	062 64200
Kildare	045 861307	Waterford	051 295045
Kilkenny	056 7752865	Westmeath	044 9335454
Laois	057 8661029	Wexford	053 9237156
Leitrim	071 9640870	Wicklow	0404 64455

This document was revised by Dublin City Childcare Committee in November 2019.



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Department of Children
and Youth Affairs



National
CHILDCARE
Scheme
Early Learning & Care

