

2009/2010 Financial Guideline 09

Grants paid to Non-Fee Paying Voluntary Secondary Schools by the Department of Education and Skills for the School Year 2010 / 2011

1. **Standard Capitation Grant: €345** per capita less the contribution to teachers' salaries of **€562** per permanent whole time teacher (PWT). Deductions are not made for CIDs or any part time teacher. The grant is paid in three instalments in September, January and April.
2. **DEIS Grant (DEIS Schools only): €159** per student x disadvantage rating (usually 30%)
3. **Support Services Grant: €212** per capita payable in three instalments in September, January and April. The minimum grant payable is set at **€42,400**.
4. **Grants for Secretaries:**
 - a) Basic Secretarial Grant - **€38.10** per capita up to a maximum of **€13,332.00**
 - b) SSSF Secretary Grant - **€25.35** per capita (Min. **€5,078.00**, Max. **€8,888.00**)

(School secretaries employed under 'the 1978 scheme' are paid directly by the DES and therefore any such school is not entitled to grants above regardless of its enrolment figure. However, if this secretary resigns/retires the school will be paid a grant based on enrolment figure subject to a maximum of 350)

5. Grants for Caretakers:

- a) Basic Caretaker Grant - **€31.75** per capita up to a maximum of **€11,110**
- b) SSSF Caretaker Grant - **€19.05** per capita (Min. **€3,810.00**, Max. **€6,666.00**)

To qualify for the **Basic Secretary or Caretaker Grants** a school must have an enrolment figure of at least 200 pupils. The grant is calculated by multiplying the enrolment figure by the rate per capita up to a maximum of 350 pupils. If a school subsequently falls below the 200 enrolment figure the grant is paid on the enrolment figure x rate. These grants are paid on previous school year enrolment figures.

The **SSSF Caretaker/Secretary Grants** are paid to schools receiving either of the above mainstream grants. A school in receipt of the Secretary Grant will receive the SSSF – Secretary Grant and a school in receipt of the Caretaker Grant will receive the SSSF – Caretaker Grant. Each eligible school will receive a minimum grant based on 200 pupils up to a maximum based on 350 pupils. Schools with enrolments between 200 and 350 will be paid on a pro rata basis.

Schools that have never reached a minimum enrolment figure of 200 pupils, and therefore are not in receipt of the Caretaker or Secretary grants, are still entitled to the SSSF Caretaker (€19.05 per pupil) and SSSF Secretary (€25.35 per pupil) grants at the minimum grant of 200 x Rate.

6. From 2010 / 2011 onwards the following grants will be incorporated into the April payment of the Capitation Grant:

- a) **Book Grant: €24** per student in non-DEIS schools and **€39** per student in DEIS schools. This grant will be incorporated into the April 2011 capitation payment.
- b) **Transition Year Grant: €100** per student in Transition Year 2010/2011
- c) **Leaving Certificate Applied Grant: €159** per student in LCA 2010/2011
- d) **Junior Certificate Schools Programme: €63** per student in JCSP
- e) **Physics and Chemistry: €13** per student taking Physics and/or Chemistry in 5th and 6th Year.

7. Supervision/Substitution for School 2010/2011:

Total budget per school = **€1,769 x total WTE + 5% (School Year 2010/2011)**

Teachers contracted to carry out supervision and substitution duties are paid directly by the Department of Education and Skills. The school receives the balance not paid to contracting teachers to pay for additional supervision and substitution plus 5% of the total for administration purposes.

8. Grant Special Needs Class: €200.62 per special needs student. This grant is only payable where there is an approved dedicated special needs class or school.

9. Irish and Bi-Lingual Grants: €122.26 per student where all subjects are taught through Irish and **€97.80** where at least four subjects are taught through Irish.

10. Grant for Traveller students is €213.50 per student

11. Capital Grants: With prior Trustee approval, the Board of Management may seek capital funding from the Department of Education and Skills if the Board considers that the school needs extra classrooms, refurbishment, an extension or a new building. For detailed guidelines, see DES Circular M32/02. Grants for capital expenditure may be issued under the following categories:

- New building and Extensions
- Extensive refurbishment/conversion works (over €500,000)
- Improvement works (under €500,000)
- Summer Works Scheme and Energy Efficiency Grants Scheme
- Temporary accommodation
- Health and Safety

Application forms for Capital Grants should be downloaded from the Department of Education and Science website www.education.ie under School Planning/Building, Post-Primary. The principal form required for any building and refurbishment is Form SLE.

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APPENDIX 1 – GRANT AMOUNTS

No	Grant rate per student	Installments	Payment Due	Notes
1	Capitation Standard Rate - €345	3	Sept/Jan/Apr	€562 per PWT deducted from total for school basic salary
2	Addition to Capitation Book Grant €24 per student in non DEIS €39 per student in DEIS Schools Physics/Chemistry €13 Leaving Certificate Applied (LCA) €159 Transition Year (TY) €100 Junior Cert School Programme (JCSP) €63	1	Apr	From April 2011 these grants will be paid with the April capitation grant. Amounts paid will be based on October returns 2010/11
3	DEIS Grant – DEIS schools only €159 x Disadvantaged Rating	1	Dec	
4	Caretaker €31.75	3	Sept/Jan/Apr	Minimum Enrolment 200 Maximum €11,110.00
5	Secretary €38.10	3	Sept/Jan/Apr	Payable to schools not in 1978 secretary scheme. Minimum Enrolment 200. Maximum €13,332.00
6	Equalisation 1 – Caretaker €19.05	3	Sept/Jan/Apr	Payable to all schools Minimum €3,810.00 Maximum €6,666.00
7	Equalisation 2 – Secretary €25.35	3	Sept/Jan/Apr	Payable to schools not in 1978 Secretary Scheme. Minimum €5,078.00 Maximum €8,888.00
8	Special Needs €200.62	1	April	Only payable where SN Class is approved
9	Traveler Grant €213.50	1	April	
10	Bi-Lingual €122.26 €97.80	1 1	April	(all subjects taught through Irish) (minimum of 4 subjects taught through Irish)
11	Supervision and Substitution €1,769 <i>per W.T.E.</i> not contracted + 5% of total Teacher rate €47.82 per hour Non-teacher rate €21.31 per hour	2	Jan/Aug	Payable by DES to contracted teachers. Balance payable twice yearly to school plus 5% of total for administration.