

Financial Guideline P15 – 2020/2021

Summer 2021 – Primary School Summer Programmes

1. Introduction

The Department of Education has announced a package of supports to allow schools across the primary sector to offer a summer programme for mainstream pupils with complex special educational needs and those at greatest risk of educational disadvantage.

2. Funding Provided

a) Payments to overseers, teachers and SNAs

Overseers, teachers and SNAs who work on the programme will be paid additional remuneration based on what they are normally paid during the school year (i.e. their personal rate). Preparation hours will be paid in the same way.

Claim forms will be issued directly to schools by the Department.

The Department will process and make payments directly to teachers and SNAs on receipt of completed claim forms from the school.

b) Capitation

A non-pay grant of €30 per pupil per week will be paid to all participating schools to cover costs. This non-pay grant can be used to cover additional costs for running the summer programme (i.e. additional art material costs, etc.).

c) Transport

The Department will make available funding for transport for participants in the programmes. If the board makes a claim in respect of transport costs to the Department it, must be accompanied by the following documentation:

- Appropriate receipts (i.e. private bus company receipts, taxi receipts).
- Names of pupils who were provided with transport.
- Confirmation that pupils are currently availing of the primary school transport scheme.

3. Financial Oversight

Financial oversight of the summer programme, includes:

- Grants must be spent on authorised expenditure.
 - Records and original receipts must be maintained.
 - A programme report must be prepared certifying attendances and income and expenditure.
- The income and associated expenditure must be recorded appropriately to confirm all transactions are shown as separate entries in the board's internal accounting system and the annual accounts. The following FSSU accounting codes must be used:

Nominal Code	Description
3293	Summer Provision Grant Income
4909	Other Summer Provision Expense

4. Further Information and Queries

All other queries on the Primary School Summer Programmes can be directed to:
schoolsummerprogramme@education.gov.ie

**If you require any further information, please email primary@fssu.ie or phone
(01) 910 4020**

Financial Support Services Unit

June 2021

Treoir Airgeadais P15 – 2020/2021

Samhradh 2021 – Cláir Shamhraidh na mBunscoileanna

1. Réamhrá

Tá an Roinn Oideachais tar éis pacáiste beart tacaíochta a fhógairt chun cur ar chumas scoileanna ar fud earnáil na mbunscoileanna clár samhraidh a thairiscint do dhaltaí príomhshrutha ag a bhfuil riachtanais oideachais speisialta agus dóibh siúd is mó a gcaithfidh dul i ngleic le buntáistí ó thaobh an oideachais de.

2. Maoiniú atá á Chur ar Fáil

d) Íocaíochtaí le maoirseoirí, múinteoirí agus cúntóirí riachtanas speisialta

Aon mhaoirseoirí, múinteoirí nó cúntóirí riachtanas speisialta a oibríonn ar an gclár seo, íocfar luach saothair breise dóibh bunaithe ar an tsuim a íocfar leo i rith na scoilbhliana (is é sin, a ráta pearsanta). Íocfar uaireanta ullmhúcháin ar an gcaoi chéanna.

Eiseoidh an Roinn foirmeacha éilimh do scoileanna go díreach.

A luaithe a bheidh foirmeacha éilimh comhlánaithe faighte ag an Roinn ón scoil, déanfaidh siad íocaíochtaí a phróiseáil agus a dhéanamh le múinteoirí agus cúntóirí riachtanas speisialta go díreach.

e) Caipitíocht

Íocfar deontas neamhphá de €30 sa tseachtain in aghaidh an dalta le gach scoil chun a costais a chlúdach. Is féidir an deontas neamhphá sin a úsáid le haghaidh na gcostas breise a bhaineann leis an gclár samhraidh a rith (m.sh. costais bhreise ar ábhar ealaíne srl.).

f) Iompar

Soláthróidh an Roinn maoiniú le haghaidh iompair dóibh siúd a ghlacann páirt sna cláir. Má chuireann an bord éileamh faoi bhráid na Roinne i ndáil le costais iompair, is gá na doiciméid seo a leanas a bheith ina theannta:

- Fáltais chuí (is é sin, fáltais ó chuideachta bhus phríobháideach, fáltais tacsái).

- Ainmneacha na ndaltaí ar cuireadh an t-iompar ar fáil dóibh.
- Dearbhú go bhfuil daltaí ag baint leas as scéim iompair na mbunscoileanna faoi láthair.

3. Maoirseacht Airgeadais

Áirítear le maoirseacht airgeadais an chláir samhraidh:

- Ní mór deontais a chaitheamh ar rudaí a bhfuil údarás faighte ina leith.
 - Is gá taifid agus fáiltais bhunaidh a choinneáil.
 - Ní foláir tuairisc chlár a ullmhú ina ndeimhnítear tinreamh, chomh maith le hioncam agus caiteachas.
- Is gá an t-ioncam agus an caiteachas bainteach a thaifeadadh go cuí chun a dhearbhu go dtaispeántar na hidirbhearta uile mar iontrálacha ar leith i gcóras cuntasáíochta inmheánach an bhoird agus sna cuntais bhliantúla. Is gá na cóid chuntasaíochta FSSU seo a leanas a úsáid:

Cód Ainmniúil	Cur síos
3293	Ioncam Deontais Soláthar Samhraidh
4909	Costais Eile Soláthar Samhraidh

4. Tuilleadh Eolais agus Ceisteanna

Aon cheist eile faoi Chláir Shamhraidh na mBunscoileanna, is féidir iad a sheoladh chuig: schoolsummerprogramme@education.gov.ie

Má bhíonn aon eolas breise uait, ná bíodh drogall ort r-phost a chur chuig primary@fssu.ie nó glao a chur ar (01) 910 4020

An tAonad um Sheirbhísí Tacaíochta Airgeadais

Meitheamh 2021