



**To: The Managerial Authorities of all recognised Primary, Post Primary and Special Schools**

**Notice regarding Covid-19 Capitation funding supports**

A range of essential infection prevention and control measures have been implemented in schools to reduce the risk of the spread of COVID -19 and to protect the safety, health and welfare of staff, students, parents and visitors.

As previously advised, these measures were reviewed by NPHET on 17th February 2022 and Government accepted the recommendations to remove remaining restrictions relating to mask-wearing and physical distancing in schools. However, the requirement to implement good infection prevention and control measures such as hand hygiene, respiratory hygiene and cleaning remain in place.

Therefore, based on current public health advice, Covid-19 Capitation Grant funding is being provided for Term 3 of the 2021/22 school year to support schools to implement these infection prevention and control measures.

While there is no longer a requirement for physical distancing in schools, the Covid-19 Capitation grant in respect of enhanced supervision will also be paid to Post-Primary Schools for Term 3 as it is recognised that revision of these arrangements at this stage of the school year will lead to disruption for students, particularly those preparing for the State Examinations. In addition while it is no longer a requirement for staff or students to wear a mask in school they may continue to wear a mask if they wish to do so on a personal basis and schools will continue to make masks available on request to staff or students as they are currently doing.

Covid-19 funding for the 2022/23 school year will be reviewed in advance of the commencement of the school year and having regard to the public health situation

Further details of the Covid-19 Capitation Grant funding for Term 3 2021/22 are included below. This funding will be issued to schools shortly.

Standard capitation related grants continue to be paid as normal to enable Boards of Management to retain Ancillary Staff on their Payrolls and to meet other school running costs.

Post-Primary Schools in the Fee Charging Sector whose application for Covid-19 capitation funding in 2020/21 was successful will automatically qualify for funding in Term 3 2021/22.

Grant payments will be calculated using the same per capita rates as applied for Term 2 of the 2021/22 school year and will be based on recognised enrolments for September 2020.

COVID-19 Capitation Grants Term 3 - Rates per pupil		
Primary Schools	Mainstream	Special Classes/Special School
Enhanced Cleaning	€21.00	€25.67
PPE	€15.00	€60.00
<b>Note:</b> Grants paid to schools with an enrolment of equal to or less than 60 pupils are based on a minimum enrolment of 60 pupils.		

COVID-19 Capitation Grants Term 3 - Rates per pupil		
Post-Primary Schools	Mainstream	Special Classes
Enhanced Cleaning	€11.00	€13.33
PPE	€24.00	€96.00
Enhanced Supervision	€35.00	€35.00
<b>Note:</b> Grants paid to schools with an enrolment of equal to or less than 200 pupils are based on a minimum enrolment of 200 pupils.		

Illustrative examples of the value of these grants payable for schools of various sizes are provided at Appendix A.

All Covid-19 Capitation related grants are to be used for the purpose as previously outlined in Circulars 0045 and 0046/2020 also available on the Department's website at the links provided below.

<https://www.gov.ie/en/circular/66480-covid-19-operational-supports-for-the-full-return-to-school/>

<https://www.gov.ie/en/circular/da0cd-covid-19-operational-supports-for-the-full-return-to-school-post-primary/>

Schools may utilise funding provided across the range of grants to ensure adequate cash flow at certain times.

Income and expenditure must continue to be recorded in school accounts and attributed to the individual grants as appropriate.

Schools are reminded to ensure that stocks are managed and procured appropriately to avoid any overstocking of supplies. This is to ensure value for money is being achieved and to avoid wastage.

In the case of Post-Primary schools, additional costs specifically incurred in relation to the implementation of infection prevention and control measures associated with the operation of the Oral and Practical Examinations taking place outside of normal school hours, should be met from the Covid-19 Capitation grants in the first instance. Reimbursement of such costs may only be claimed from the State Examinations Commission in cases where the Covid-19 Capitation grants have been fully expended.

Any unspent Covid-19 Capitation related funding for the 2021/2022 school year must be returned to the exchequer. Therefore, any unspent funds should be returned by schools to the Department's bank account by electronic funds transfer by 30th September 2022. One lodgement covering all grants (Enhanced Cleaning, PPE, Aide and Enhanced Supervision as appropriate) should be made.

Details of the funds being returned should be emailed to the Department by schools, except those in the ETB Sector.

ETBs will also be required to return any unspent funds for their schools to the Department's bank Account. ETB Financial, and Administrative Personnel Section will be in further contact with each ETB Head Office with additional information on the arrangements for the ETB sector.

Further details in relation to these arrangements are included at Appendix B.

For further queries please contact the Department by email at [covid19\\_alert@education.gov.ie](mailto:covid19_alert@education.gov.ie) or by phone at 057 9324461.

The Department will continue to work closely with all of the education partners and public health specialists so that schools will be supported in implementing any measures that may be required for the remainder of this school year and for the 2022/23 school year.

Thank you for your continued commitment to ensuring schools are safe places for staff, students, parents and visitors.

Yours faithfully

Deirdre Shanley  
Assistant Secretary  
25 April 2022

## Appendix A

Illustrative examples of the value of these grants payable for schools of various sizes

Primary Schools		
Value of Covid-19 Capitation Grants - Mainstream Rate - Term 3 21/22 School year		
Pupil Enrolment	Cleaning	PPE
Up to 60	€1,260	€900
100	€2,100	€1,500
200	€4,200	€3,000
400	€8,400	€6,000
600	€12,600	€9,000

Primary Special Schools		
Value of Covid-19 Capitation Grants – Enhanced Rate - Term 3 21/22 School year		
No of Teachers	Cleaning	PPE
1	€1,540	€3,600
2	€1,592	€3,720
3	€2,464	€5,760
4	€3,337	€7,800
5	€4,210	€9,840
6	€5,057	€11,820
7	€5,853	€13,680
8	€6,623	€15,480
9	€6,982	€16,320
10	€7,829	€18,300
11	€8,676	€20,280
12	€9,524	€22,260
13	€10,371	€24,240
14	€11,218	€26,220
15	€12,065	€28,200
16	€12,912	€30,180

Post-Primary Schools			
Value of Covid-19 Capitation Grants - Mainstream Rate - Term 3 21/22 School year			
Pupil Enrolment	Cleaning	PPE	Supervision
Up to 200	€2,200	€4,800	€7,000
400	€4,400	€9,600	€14,000
600	€6,600	€14,400	€21,000
800	€8,800	€19,200	€28,000
1,600	€17,600	€38,400	€56,000

## Appendix B

### TO BE RETAINED FOR USE IF RETURNING UNSPENT COVID-19 CAPITATION RELATED GRANTS TO THE DEPARTMENT OF EDUCATION FOR THE 21/22 SCHOOL YEAR

<b>COVID REFUNDS – 21/22 School Year</b> <b>DETAILS FOR USE BY PRIMARY (except Community National Schools),</b> <b>VOLUNTARY SECONDARY, COMMUNITY AND COMPREHENSIVE SCHOOLS</b>		
<b>Department Bank Account details</b>	<b>Branch Name</b>	Danske Bank, 3 Harbourmaster Place, IFSC, Dublin 1, D01 K8F1
	<b>Account Name</b>	PMG Gen Remittance
	<b>Account Number</b>	10001155
	<b>Sort Code</b>	95-15-99
	<b>BIC</b>	DABAIE2D
	<b>IBAN</b>	IE16 DABA 9515 9910 0011 55
<b>Message/Legend to be used for the account to which the payment is being lodged</b>	COVIDREFUND2122 immediately followed by School Roll No. e.g. COVIDREFUND212231245A	
<b>Email address to which details of funds being returned should be sent</b>	covidrefund2122sdf@education.gov.ie	
<b>Details for inclusion in the email</b>	a)Subject line - School Roll Number followed by COVIDREFUND2122 b)Total amount being returned c)Name and Phone number for contact purposes	

<b>COVID REFUNDS</b> <b>DETAILS FOR USE BY EDUCATION AND TRAINING BOARDS</b>		
<b>Department Bank Account details</b>	<b>Branch Name</b>	Danske Bank, 3 Harbourmaster Place, IFSC, Dublin 1, D01 K8F1
	<b>Account Name</b>	PMG Gen Remittance
	<b>Account Number</b>	10001155
	<b>Sort Code</b>	95-15-99
	<b>BIC</b>	DABAIE2D
	<b>IBAN</b>	IE16 DABA 9515 9910 0011 55
<b>Message/Legend to be used for the account to which the payment is being lodged</b>	COVIDREFUND2122 immediately followed by the initials of the relevant ETB e.g. COVIDREFUND2122CMETB, COVIDREFUND2122MSLETB	
<b>Email address to which details of funds being returned should be sent</b>	financialetb@education.gov.ie	
<b>Details for inclusion in the email</b>	ETB Financial and Administrative and Personnel Section will be in further contact with each ETB Head Office with additional information on the arrangements for the ETB sector.	