

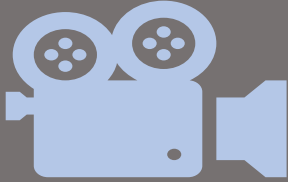


FSSU – Preparation and Submission of School Accounts 2022/2023

September 2023



Webinar



Recording



Email



Handouts



www.fssu.ie

Q&A

Questions



Welcome
Thank you for joining us

Agenda

Part 1: Financial Update

- Updated Chart of Accounts
- Department of Education Grants
- Accounting Treatments
- Accounting for COVID-19 grants



Agenda

Part 2: Reporting & filling requirements

- Timeline for school account
- School accounts format
- Financial reports to parents
- Charities Regulator annual return



Agenda

Part 3: Online submission process

- Board of management authorisation letter
- Overview of the portal including review of practice details, adding new users, removing old users importing the trial balance



Agenda





Part 1: Financial Update

Chart of Accounts

Chart of Accounts for 2022/2023 (Revised August 2023)

Effective for the year ended 31st August 2023

- Chart of Accounts (Excel)
- Chart of Accounts (PDF)
- Cairt Cuntas do Chumtasóir Seachtrach na Scoil (Excel)
- List of changes

FSSU Chart of Accounts

Revised August 2023
(For the year ended 31st August 2023)

Income and Expenditure Codes

A/C No	Description	Type	Category
3010	Capitation/Non Pay Budget	Income	Department of Education
3020	DEIS Grant	Income	Department of Education
3021	Early Start Programme Materials/Equipment/Parental Involvement Grant Income	Income	Department of Education
3022	Early Start Programme Capitation	Income	Department of Education
3030	Non Teachers Pay Budget	Income	Department of Education
3050	Ancillary/School Support Services Grant	Income	Department of Education
3100	Secretarial Grant	Income	Department of Education
3130	Caretaker Grant	Income	Department of Education
3140	Special Education Equipment Grant	Income	Department of Education
3150	Book Grant Income	Income	Department of Education
3155	School Library Books Capital Grant	Income	Department of Education
3160	Book Rental Scheme Grant	Income	Department of Education
3170	Special Subject Grant	Income	Department of Education
3171	Irish and Bilingual School Grant	Income	Department of Education
3190	JCSP Grant	Income	Department of Education
3200	Transition Year Grant	Income	Department of Education
3210	Leaving Certificate Applied Grant	Income	Department of Education
3220	Grant for Traveller Students	Income	Department of Education
3225	Amortisation of DE Equipment Grants	Income	Department of Education
3226	Amortisation of DE ICT Grants	Income	Department of Education
3227	Amortisation of Other DE Grants	Income	Department of Education
3228	ICT Grant Non-Capital	Income	Department of Education

Update to the Chart of Accounts

Can be found

www.fssu.ie

>External
Accountants

>School Account

>Chart of Accounts

Chart of Accounts

The FSSU have created a standardised Chart of Accounts (link to file below) that will be used as the basis for the submission of accounts.

Chart of Accounts for 2022/2023 (Revised August 2023)

Effective for the year ended 31st August 2023 (See list of changes)

-
- [Chart of Accounts \(Excel\)](#)
 - [Chart of Accounts \(PDF\)](#)
 - [Cairt Cuntas do Chuntasóir Seachtrach na Scoile \(Excel\)](#)

List of changes:

- Table A: Codes added
- Table B: Codes removed
- Table C: Change of description on nominal codes

Updated Chart of Accounts

TABLE A: NEW CODES ADDED TO THE CHART OF ACCOUNTS			
Code	Description	Type	Category
3021	Early Start Programme Materials/Equipment/Parental Involvement Grant Income	Income	Department of Education
3022	Early Start Programme Capitation	Income	Department of Education
4311	Early Start Programme Materials/Equipment/Parental Involvement Expenses	Expenditure	Education Other Expenditure
2162	Early Start Programme Materials/Equipment/Parental Involvement Grant Unspent	Current Liability	Accruals
3171	Irish and Bilingual School Grant	Income	Department of Education
3380	Student Photocopying Income	Income	School Generated Income
4315	Student Photocopying Expenses	Expenditure	Education Other Expenditure
5553	Rent of DE Funded Sports Hall Expenses (C&C Schools only)	Expenditure	Repairs, Maintenance & Establishment
3288	COVID Capitation for Cleaning and PPE Grant	Income	Department of Education
5806	COVID Capitation for Cleaning (Non-Wages) and PPE Grant Expense	Expenditure	Repairs, Maintenance & Establishment
2186	COVID Capitation for Cleaning and PPE Grant Unspent	Current Liability	Accruals
3289	Once-Off Cost of Living Grant	Income	Department of Education

Updated Chart of Accounts

TABLE B: CODES REMOVED FROM THE CHART OF ACCOUNTS				
Do not use these codes				
Code	Description	Type	Category	Comment
3360	Sports Complex Income	Income	School Generated Income	
5020	Caretaker Sports Complex Wages Expense	Expenditure	Repairs, Maintenance & Establishment	
5710	Sports Complex Repairs & Maintenance Expenses	Expenditure	Repairs, Maintenance & Establishment	
6070	Sports Complex Administrative Wages Expense	Expenditure	Administration	
6305	Photocopying Expenses	Expenditure	Administration	As the majority of photocopying expenditure would be classroom based, a new code was added in Educational other 4315 Student Photocopying Expenses
3281	COVID Capitation PPE Grant	Income	Department of Education	COVID Capitation PPE Grant and COVID Capitation Additional Cleaning Grant have been combined into one grant for the school year 22/23. The new nominal codes added in Table A for the COVID Capitation for Cleaning and PPE Grant should be used to record the income and expenditure for this grant for 22/23.
3283	COVID Capitation for Additional Cleaning Grant	Income	Department of Education	
5802	COVID Capitation for PPE Grant Expense	Expenditure	Repairs, Maintenance & Establishment	
5805	COVID Capitation for Cleaning (Non-Wages) Expenses	Expenditure	Repairs, Maintenance & Establishment	

Updated Chart of Accounts

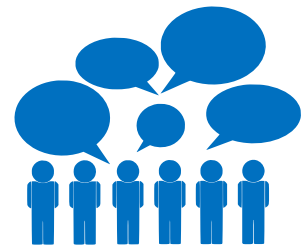
TABLE C: CHANGE OF DESCRIPTION TO THE NOMINAL ACCOUNT

Code	Existing Description	Change Description to:
6870	Sports Complex Administrative Expenses	Sports Complex DE Grant Transfer
3960	Capital Building Fundraising Expense	Capital Land/Building Fundraising Expense
3970	Parents Contribution to Capital Building Expense	Parents Contribution to Capital Land/Building Expense
3991	Other State Capital Building Expense	Other State Capital Land/Building Expense
3992	Capital Donations Building Expense	Capital Donations Land/Building Expense
3995	Building Fund Account	Land/Building Fund Account

New Grant Codes & Accounting treatments

Early Start Programme Materials/Equipment/Parental Involvement Grant

School Sectors	Selected primary schools in designated disadvantaged areas
Received	November 2022
Purpose	This funding is specifically for the purchase of materials and equipment and also the development of parental involvement for this programme
Income Code	3021 <Early Start Programme Materials/Equipment/Parental Involvement Grant Income>
Expense Code	4311<Early Start Programme Materials/Equipment/Parental Involvement Expenses>
Unspent Balance Code	2162 <Early Start Programme Materials/Equipment/Parental Involvement Grant Unspent>



New Grant Codes & Accounting treatments

Early Start Programme Capitation

School Sectors	Selected primary schools in designated disadvantaged areas
Received	November 2022
Purpose	To meet the day-to-day running costs of the centre
Income Code	3022 <Early Start Programme Capitation>
Expense Code	Appropriate expense code
Unspent Balance Code	N/A



New Grant Codes & Accounting treatments

Irish and Bilingual School Grant

School Sectors	Voluntary Secondary Schools in the free education scheme
Received	May 2022
Purpose	Where all subjects are taught through Irish or those where a maximum of 4 subjects are taught through Irish
Income Code	3171 <Irish & Bilingual School Grant>
Expense Code	Appropriate expense code
Unspent Balance Code	N/A



New Grant Codes & Accounting treatments

Free Primary Schoolbook Grant

School Sectors	Primary schools and special school
Received	April 2023
Purpose	To cover the cost of schoolbooks, including the cost of any workbooks and copybooks. Where the funding allows, some related classroom resources
Further Information	FSSU Guideline P17-2022/2023 (Primary)
Grant received in advance	2151 <Book Grant received in advance>
Prepayments	1720 <Prepayment>
Income Code	3151 <Primary Free Schoolbook Grant>
Expense Code	4731 <Primary Free Schoolbook Grant Expense>
Unspent Balance Code	2160 <Book Grant Unspent>



New Grant Codes & Accounting treatments

Administration Support Grant for the Free Primary Schoolbook Scheme	
School Sectors	Primary schools and special school
Received	June 2023
Purpose	Grant to employ an individual to work for a specified number of days to carry out administrative work on the free schoolbooks scheme
Further Information	FSSU Guideline P17-2022/2023 (Primary)
Grant received in advance	2151 <Book Grant Received in Advance>
Prepayment	1720 <Prepayment>
Income Code	3152 <Primary Free Schoolbook Admin Grant>
Expense Code	4113 <Primary Free Schoolbook Admin Salaries Expense>
Unspent Balance Code	2160 <Book Grant Unspent>



New Grant Codes & Accounting treatments

Once-Off Cost of Living Grant

School Sectors	All schools in the free education scheme
Received	December 2022
Purpose	To meet additional energy costs and other increased day-to-day running costs of the school
Further Information	Financial Guideline 17-2022/2023 (post-primary schools) Financial Guideline P10-2022/2023(primary schools)
Income Code	3289 <Once-Off Cost of Living Grant>
Expense Code	Appropriate expense code
Unspent Balance Code	N/A



Sports Complex and Hall Rental

C&C Schools Only

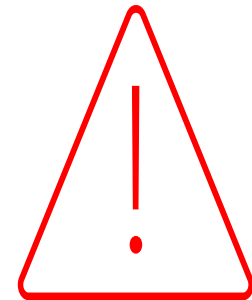
3270	Sports Complex Grant
6870	Sports Complex DE Grant Transfer
5553	Rent of DE Funded Sports Hall Expenses (C&C schools only)



Other Notes on Grants

Do not provide for the following grant's due at the yearend:

- ICT Grant – all schools
- Ancillary grant – primary schools only



Accounting for School Grants Received in Advance

Can be found

www.fssu.ie

>External
Accountants

>School Accounts

>Accounting
treatments

The screenshot shows the FSSU Financial Support Services Unit website. The header includes the FSSU logo, navigation links (About Us, Circulars, Search A-Z, Publications), a search bar, and a CONTACT US button. The main navigation menu is highlighted with a red circle around 'External Accountants / Auditors'. The left sidebar lists 'External Accountants/ Auditors', 'School Accounts', 'School Accounts Submission', 'Webinar Training', and 'Training Resources'. The main content area is titled 'Accounting Treatments for School Accounts' and lists 'Accounting Treatments in English' with a bulleted list of topics.

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External Accountants/ Auditors

School Accounts

School Accounts Submission

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Training Resources

Accounting Treatments for School Accounts

Accounting Treatments in English

- Removal of Land and Buildings from the Balance Sheet of the board
- Capital Building Grants for Building Project
- Donations for Capital Projects
- Fundraising for a Building Project
- Other State Funding for a Building Project
- Patron Contribution for a Building Project
- Parents Association Fundraising for a Building Project
- Parents Association Fundraising for Non-Capital items

Accounting for School Grants Received in Advance

What is school grants received in advance?

This is school grants received in the current accounting period that belongs to future accounting years



Accounting for School Grants Received in Advance – all relevant schools

Grant	Received in	For the period	Element in advance	Balance Sheet code	Primary	C&C	VSS
DEIS Grant (DEIS schools only)	June 2023	School Year September 2023-August 2024	100%	2152	✓	✓	✓
Book Grant	June 2023	School Year September 2022-August 2023	100%	2151		✓	✓
Free Primary Schoolbooks Grant	April 2023	School Year September 2023-August 2024	100%	2151	✓		
Administration Support Grant	June 2023	School Year September 2023-August 2024	100%	2151	✓		

Accounting for School Grants Received in Advance – C&C Schools ONLY

Grant	Received in	For the period	Element in advance	Income code	Balance Sheet code	Primary	C&C	VSS
Non-Pay Grant	July 2023	July/August/September 2023	1/3	3010	2150		✓	
Non-Teaching Pay Grant	July 2023	July/August/September 2023	1/3	3030	2150		✓	
SSSF Grant	June 2023	July/August/September /October 2023	50%	3050	2150		✓	

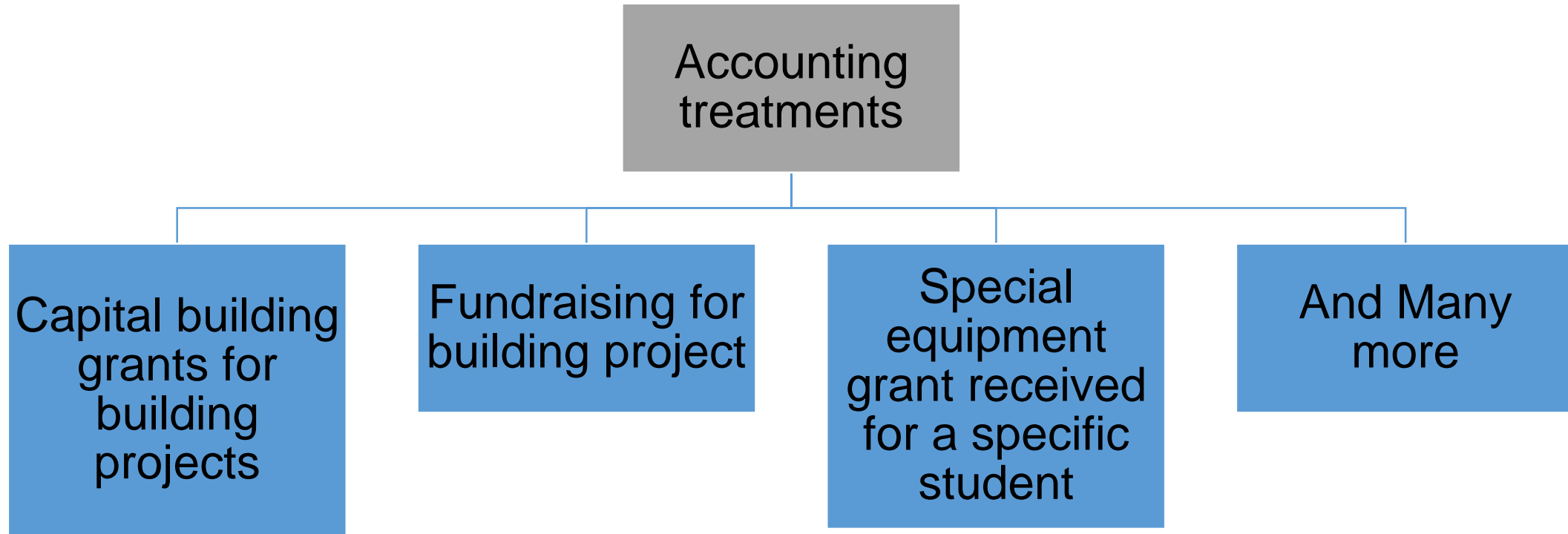
Accounting for Unspent Ring-Fenced Grants

Grant	Primary	C&C	VSS	Income Code	Balance Sheet Code
Book Grant	✓	✓	✓	3150	2160
ICT Digital Strategy Grant	✓	✓	✓	3921 (Capital) 3230 (Non-Capital)	2165
Grant to address the digital divide	✓	✓	✓	3921 (Capital) 3230 (Non-Capital)	2179
Supervision & Substitution Grant		✓	✓	3240	2170
Non-Teacher Pay Grant		✓		3030	2168
JCSP Grant		✓	✓	3190	2167
School Meals Grant	✓	✓	✓	3296	2171
School Excellence Fund	✓	✓	✓	3260	2180
Early Start Programme Materials/Equipment/Parental Involvement Grants	✓			3021	2162

Accounting for Unspent Ring-Fenced Grants

Grant	Primary	C&C	VSS	Income Code	Balance Sheet Code
School Library Books Capital Grant	✓	✓	✓	3155	2161
COVID capitation for cleaning and PPE Grant Unspent	✓	✓	✓	3288	2186
Covid Minor Works Grant	✓	✓	✓	3905	2169
Minor Works Grant	✓			3900 (Capital Building 3920/3921 (Capital equip/ICT) 3275 (Non-capital)	2166
All Capital Grants	✓	✓	✓	3900/3920	2171

Other Accounting Treatments



Covid-19 Capitation Grant Funding

Notice regarding Covid-19 Capitation Funding Supports

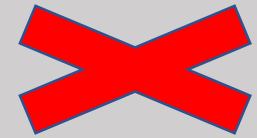
**Covid
Capitation
PPE Grant**



**Covid
Capitation
for additional
cleaning
grant**



**3288: Covid
Capitation for
Cleaning and
PPE Grant**



**3282: Covid
Enhanced
Supervision
Grant**

Covid-19 Capitation Grant Funding

Nominal Code	Description	Type	Note
3288	Covid Capitation for Cleaning & PPE Income	Income	New Code
5804	Covid Capitation for Cleaning Wages	Expenditure	Existing code but can be used to record cleaning wages paid from the combined grant
5806	Covid Capitation for Cleaning (Non-Wages) and PPE Grant Expense	Expenditure	New Code
2186	Covid Capitation for Cleaning and PPE Grant Unspent	Current Liability	New Code

Returning unspent COVID grants 2022/2023


Returning Unspent Grants 2022/2023

Deadline for the return of unspent Covid-19 grants to the Department of Education is 30th September

Unspent balances at 31st August 2023 should be posted to 2186 Covid Capitation for Cleaning and PPE Grant Unspent

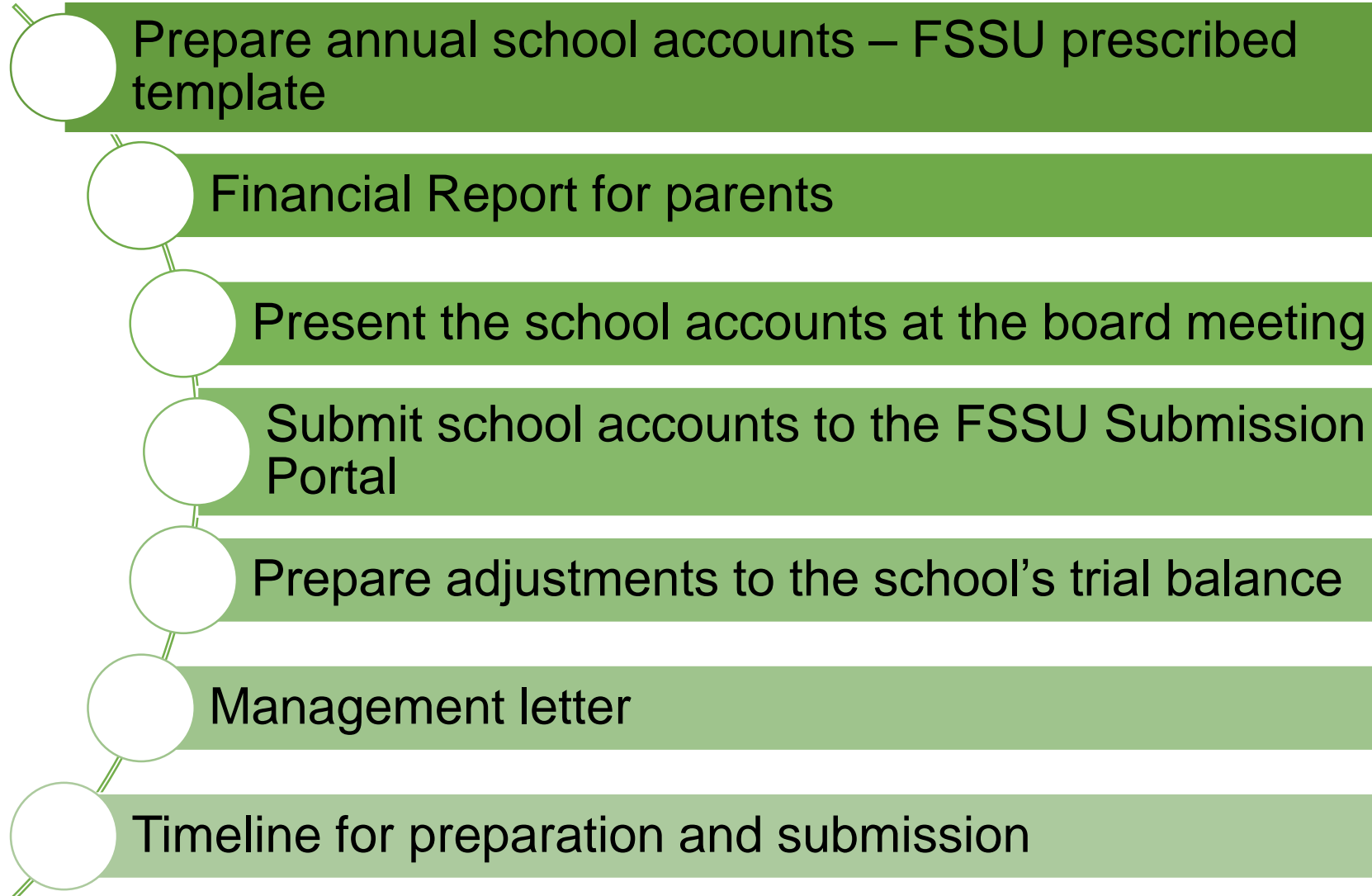
Does not include the Covid-19 Minor Works Grant



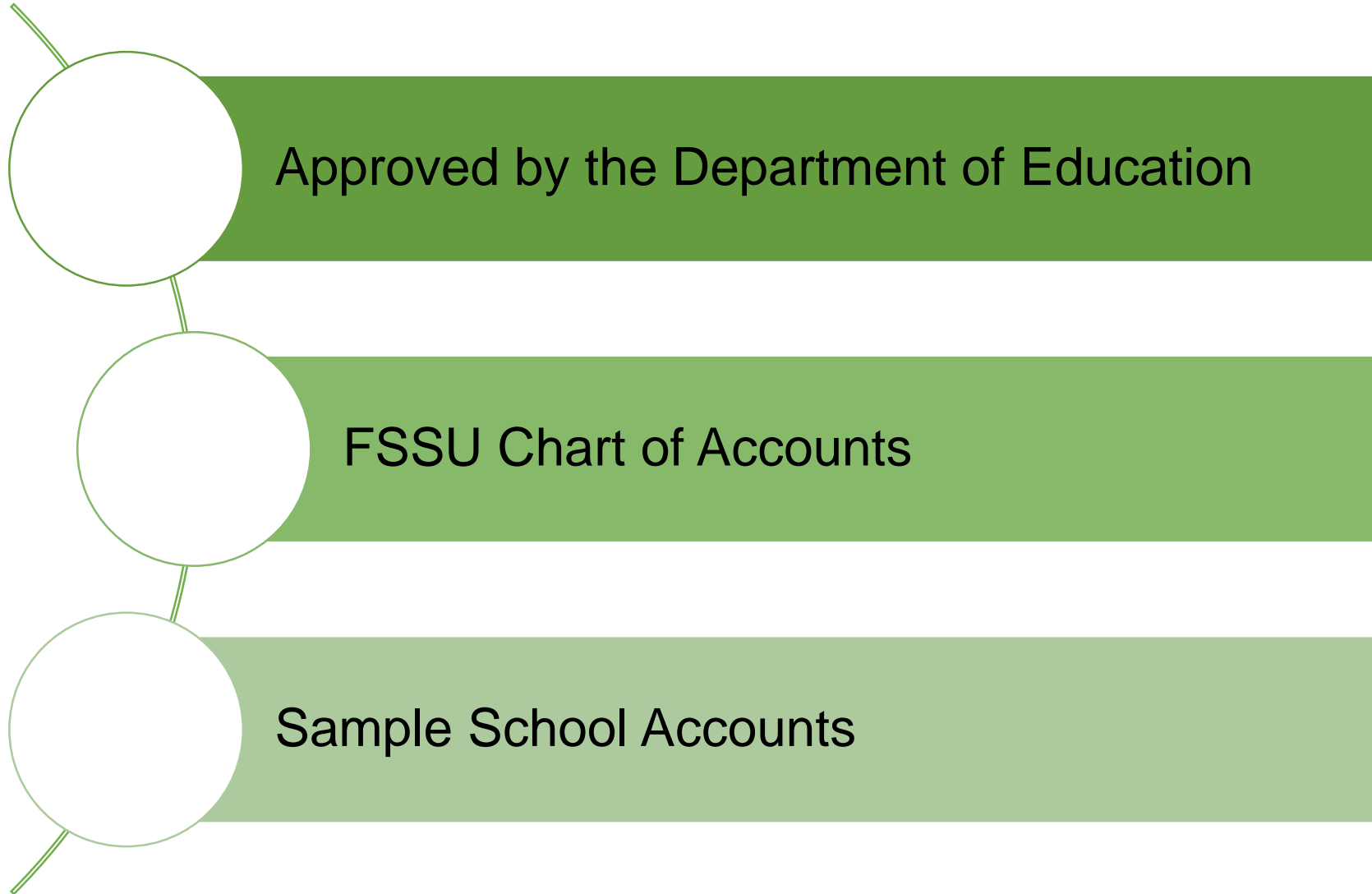


Part 2: Reporting and Filing Requirements

Requirements of the school accountant/auditor



Preparing school accounts



Accountants Report Template



PRIMARY

Gaeilge

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PRINT

External Accountants/ Auditors

[School Accounts](#)

[School Accounts Submission](#)

[Webinar Training](#)

[Training Resources](#)

School Accounts Format

Recommended Accounts Format

> [Accountant Report Master Template 2021/2022](#)

> [Irish Version of the Accountant Report Master Template 2021/2022](#)

Trial Balance upload Process

> [View video](#)

> [View slides](#)

Accountants Report Template

Sample School		
Income and Expenditure Account for the year ended August 31, 2022		
	Actual 2021/2022	Actual 2020/2021
Total Income	0.00	0.00
Total Expenditure	0.00	0.00
Surplus / Deficit	0.00	0.00
Opening Balance	0.00	0.00
Closing Balance	0.00	0.00

On behalf of the board;

Chairperson	Treasurer
Date	

Sample School			
Balance Sheet as at	August 31,	2022 Actual 2021/2022	Actual 2020/2021
1. Fixed Assets	Note 2		
Fixtures and Fittings		0.00	0.00
ICT Infrastructure		0.00	0.00
Capital Other		0.00	0.00
Total Fixed Assets		0.00	0.00
2. Current Assets	Note 3		
Debtors and prepaid expenses		0.00	0.00
Cash at bank and in hand		0.00	0.00
Total Current Assets		0.00	0.00
3. Current Liabilities	Note 4		
Creditors and accrued expenses		0.00	0.00
4. Long Term Liabilities			
Long Term Loan		0.00	0.00
Assets less Liabilities		0.00	0.00
Capital and Reserves			
5. Contribution towards the Cost of Fixed Assets	Note 5,6	0.00	0.00
6. Current Period Surplus/Deficit on Income and Expenditure Account		0.00	0.00
7. Prior Periods Surplus/Deficit on Income and Expenditure Account		0.00	0.00
Total Capital and Reserves		0.00	0.00

On behalf of the board;

Chairperson	Treasurer
Date	

Financial Report for Parents

Financial Report to Parents

|Enter School Name Here

Financial Report to Parents

Summary Financial Statement for the School Year 20XX/20XX

Income

€

Department of Education and Skills
Funding
Other State Funding

School Income

Parent Voluntary Contributions
Rental School Property
Fundraising
Parents Association
Other Income

Total Income

0

Financial Report for Parents

Financial Report to Parents

Expenditure		
Education Expenditure	Classroom Materials and Teaching Aids All Other Education Related Expenditure	
School Maintenance	Light, Heat and Power Insurance Cleaning and waste disposal Rent, Rates and Local Charges All Other Caretaking and Maintenance	
School Administration	Printing, Postage and Stationary In-School Administration Systems Telephone/SMS All other Administration Expenses	
Financial	Bank Charges, Interest, Leasing	
Total Expenditure		0
Surplus (Deficit) for the year		0

Presenting the Accounts to the board

When the Income and Expenditure Account reports a deficit in the current year.

This needs to be communicated to the board and the board need to inform their patrons/trustees

Accounts signed by the chairperson and one other member of the board



Year End Adjustments

Provide the school's accounts secretary/bursar/treasurer with the year-end adjustments as soon as possible to allow for those schools using accounts software packages to post the adjustments and roll forward the year end.

In some cases, the school's accounts secretary/bursar/treasurer may require your assistance with posting these adjustments.



Timeline for preparation & submission

Stages of School Annual Accounts Preparation	Date Deadline
The school supplies all necessary financial information to the External School Accountant/Auditor for the school year ending on the previous August 31st	September 30th
The draft annual accounts are returned by the External School Accountant/Auditor	November 30th
Once the school Board of Management is satisfied that the accounts are an accurate reflection of the school's financial situation, they are formally ratified by the Board, signed by the Chairperson and one other Board member. Two copies should be forwarded to the Trustees/Patron	December 31st or earlier as required by the Trustee/Patron
External School Accountants/Auditors are required to access the FSSU submission portal (secure online cloud-based system) and input the school trial balance and upload PDF of signed accounts.	February 28th

Annual Return to the Charities Regulator

The board is required to verify the information submitted to the FSSU by the external accountant/auditor by the 30th June each year (Previously August)

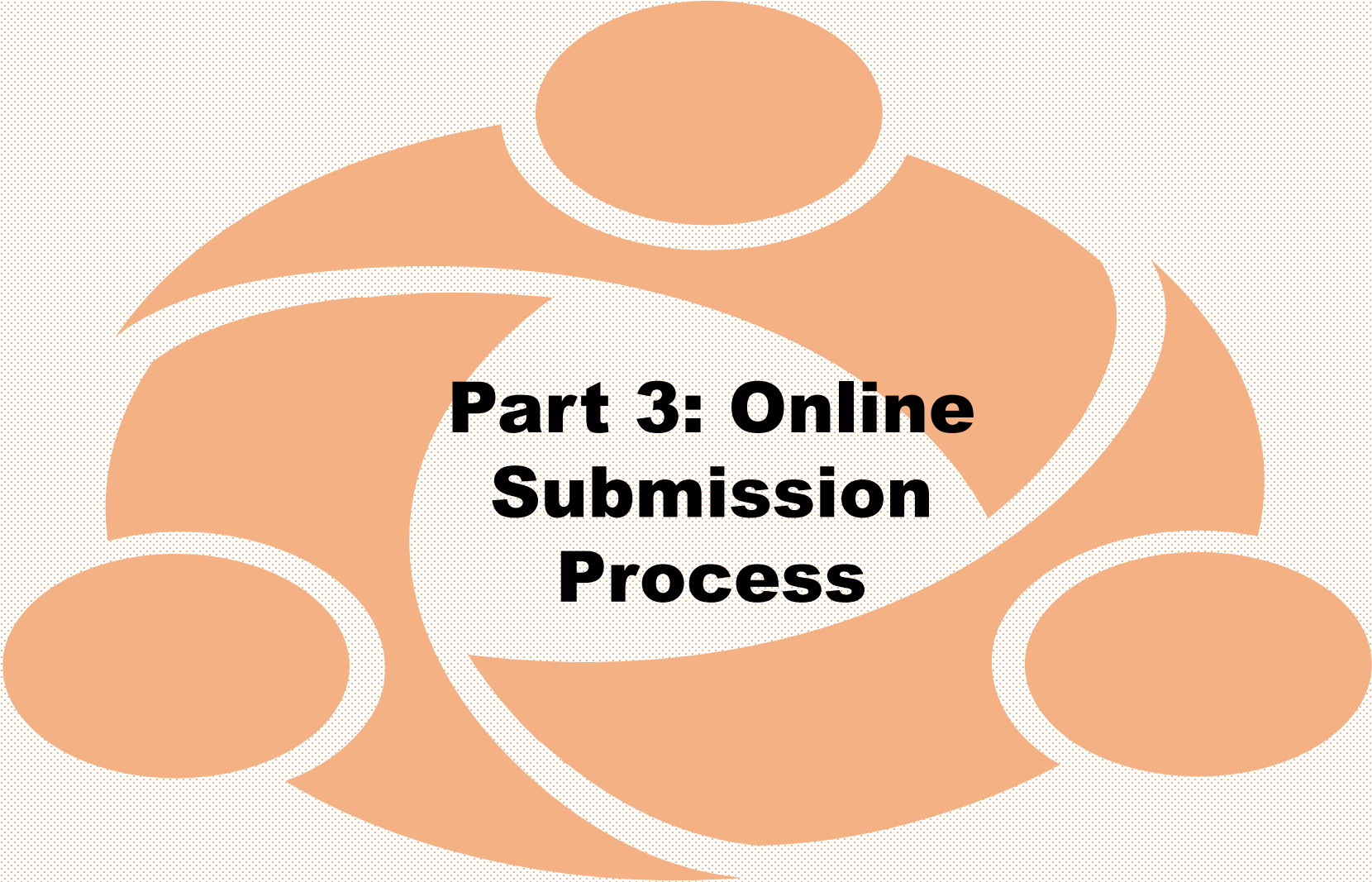
The authorised filer for the school logs onto the Charities Regulator account and confirms information

Accuracy of data to minimise changes



An Rialálaí
Carthanas

Charities
Regulator



Part 3: Online Submission Process

Overview of the Submission Process

- Review of practice, users and school details
- A copy of the authorisation letter completed by the board of management
- The board of management's registered charity number (RCN)
- The final trial balance
- A PDF copy of the approved board of management annual account



Board of Management Authorisation Letter

Board of Management/Governors Authorisation Letter for 2022/2023 School Accounts

To be sent to External Accountant/Auditor only
(This document does not form part of the Annual Accounts)

School Name: _____ Roll No. _____

School Address: _____

Accountants/Auditors name & address: _____

Dear _____, (insert Accountant/Auditors name)

1. The board of management/governors of (insert school name) _____ authorise (insert accountants/auditors name) _____, to transfer the relevant information contained in the financial accounts to the Financial Support Services Unit as part of the online submission process.
2. The board approves the transfer of relevant information contained in the board's annual accounts by the Financial Support Services Unit to:
 - a. the Central Statistics Office, to assist with the annual reporting obligations.
 - b. the Charities Regulator, to assist the annual reporting obligations set out in Section 52 of the Charities Act 2009.
 - c. the Trustee/Patron, where requested,
3. The board confirms that, where applicable, the Income and Expenditure and bank balance of the Parents Association, Student Council and all other bank accounts relating to school activities are included in the annual accounts.
4. The board confirms that the external accountant/auditor is a member of a Prescribed Accountancy Body and has Professional Indemnity Insurance in place.
5. The board confirms it operates under its Governance Document(s).
6. The board confirms that the Trustee details for the school are registered correctly with the Charities Regulator. (Insert RCN number) _____.
7. The average number of employees paid directly by the board in the school for the year ended 31st August 2023 was (insert number) _____.
8. The number of individuals who have volunteered for the board and the school for the year ended 31st August 2023 was: (e.g., board members, parent's association, parents that helped at bake sale etc.)

None	<input type="checkbox"/>
1 - 9	<input type="checkbox"/>
10 - 19	<input type="checkbox"/>
20 - 49	<input type="checkbox"/>
50 - 249	<input type="checkbox"/>
250+	<input type="checkbox"/>

9. Board of Management/Governors Declaration - Covid supports

- 9.1 The board confirms that the reconciliation of unspent Covid-19 Capitation related grants for the school years 2020/2021, 2021/2022 and 2022/2023 were prepared and where applicable the unspent amount was returned to the Department. ☐ Yes ☐ No ☐ N/A
- 9.2 The board confirms that the COVID-19 operational supports provided as outlined in circulars 45/2020, 46/2020 and 53/2020 as applicable, to date were specifically used for the purpose of minimising the risk of spread of COVID-19 and that costs were recorded appropriately in the school accounts. ☐ Yes ☐ No ☐ N/A

On behalf of the board on _____ (insert date)

Chairperson

Board Member

School's Registered Charity Number (RCN)



An Rialálaí
Carthanas
Charities
Regulator

Search this website...

Name of School

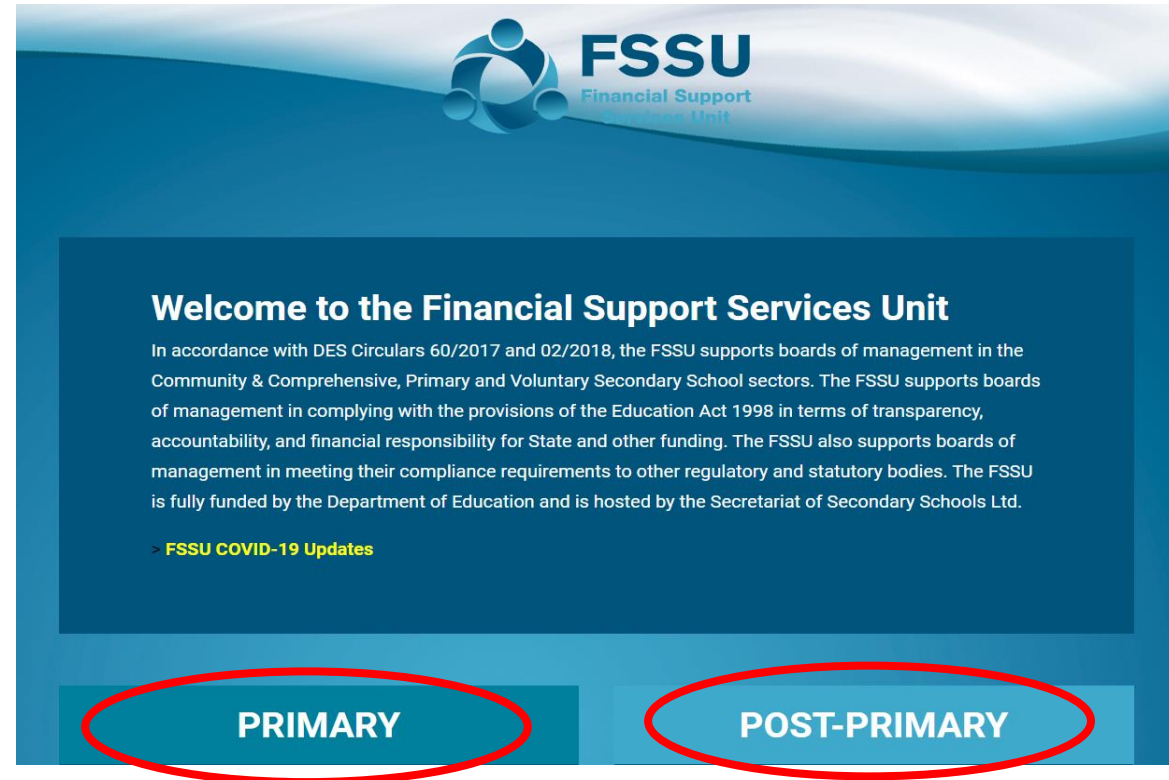
Registered Charity Number (RCN)

Republic of Ireland.

Status:  Registered

Access the FSSU portal

www.fssu.ie



POST-PRIMARY

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Review of practice details

**FSSU**
Financial Support
Services Unit

Update Practice Details, Link School(s) or Edit User(s)

User DetailsPrimary School(s)

User Details

Firm:User:Person:

Review of practice details



Practice Details Engagement Partner School List **User List**

Please remember to click 'Save & Submit' in the bottom right of your screen after you have made any changes to this page.

Practice Details

Practice Name:

Testing Accountant & Co

Current Practising Certificate:



Current Professional Indemnity Insurance:



Address Line 1:

Address 01

Address Line 2:

Address 02

Address Line 3:

Address 03

City:

City 04

County:

Co. Cork

Eir Code:

Practice Status:

Active

Engagement Partner

First Name:

John

Last Name:

Tester


eMail:

fssutester@gmail.com

Change Engagement Partner





Review of practice details

**FSSU**
Financial Support
Services Unit

Practice DetailsEngagement PartnerSchool ListUser List

[14] Active User(s)

Add User



Username	Status	Name	Registered
----------	--------	------	------------

Review of practice details

First Name:

Lorraine

Last Name:

Guinan

email Address:

lorraineguinan@fssu.ie

Status:

Not Active

Engagement Partner:

☐

✓ Save

✕ Cancel

Trial Balance

Trial balance import options

- Import from excel
- Manual input



Trial Balance – Import from excel

- Download import template
 - Manual import file [>12345G Portal Manual Import](#)
 - COA import file [> 12345G Portal COA Import](#)



- Populate the template and use the import TB option in the portal to bring in the trial balance.
- A detail recording available

FSSU > Primary > External Accountants / Auditors > School Accounts Submission > Online Accounts Submission

Trial Balance –Manual input

User Details	School Details	Fixed Asset	Current Asset	Current Liability	Long Term Liabilities	Capital & Reserves	Income	Expenditure	Charities Regulator	Covid Supports
Final Accounts Upload										
Nominal	Description	Type	Debit		Credit					
1400	Capital: Land and Buildings Cost B/Fwd	Fixed Asset	€	500,000	€					
1401	Capital: Land and Buildings Additions	Fixed Asset	€		€					
1402	Capital: Land and Buildings Disposals	Fixed Asset	€		€					
1410	Accumulated Depreciation : Land and Buildings B/Fwd	Fixed Asset	€		€					
1411	Depreciation: Land and Buildings Current Year	Fixed Asset	€		€					
1412	Depreciation: Land and Buildings on Disposal	Fixed Asset	€		€					



Balanced trial balance

8 / 11 Mandatory Fields Outstanding

Final Accounts Not Uploaded

Hide Zeros

☐

0

€ 650,605

€ 650,605

Final Accounts Upload Accounts

Upload of the final signed accounts

Format – max size 10MB

Physically/electronically signed or type signed by the Chairperson and another board member

In Voluntary Secondary Schools the Principal is not a member of the board

FINANCIAL ACCOUNTING PDF NOTES



The Online Portal

Portal Open Date for submission of the
2022/2023 annual return

25th September 2023

For more information
visit our website
www.fssu.ie



Q&A



Thank you for joining the webinar

**If you have any further questions
please telephone or email us**

Primary 01 910 4020

Post Primary 01 269 0677

Email support@fssu.ie