



To: The Managerial Authorities of recognised Primary schools.

Re: Interim arrangements for payment of the Ancillary Services Grant to recognised Primary Schools

A bulletin issued to schools on 30th March last providing an update on progress relating to the implementation of the agreement on terms and conditions of grant funded school secretaries,

Point 7 in that bulletin referred to interim arrangements for the payment of the Ancillary Services Grant, normally paid in March each year, and which is used by primary schools to fund secretarial and caretaking services. The purpose of this notice is to provide an update with regard to these arrangements.

The Department has been engaging with the Management Bodies in order to discuss the interim arrangements for payment of this grant up to September 2023 when grant funded secretaries who accepted the new terms and conditions are placed on a payroll operated by this Department.

During these discussions it was confirmed to the Department that, while some schools may use this grant funding to cover salary costs going forward from April 2023 to March 2024, most schools use it to cover salary costs for the period January to December 2023.

With this in mind, the pro-rata arrangements for the interim payment of the Ancillary Grant is the annual amount divided by 12 months multiplied by 8 months. Below is a table providing some examples of the amount of grant funding that will be provided based on mainstream school enrolments.

Pupil Enrolment	Grant payment for full year	Ancillary Grant to be paid in April (8/12ths)
Up to 60	€10,380	€6,920
100	€17,300	€11,533
200	€34,600	€23,067
400	€69,200	€46,133
500	€86,500	€57,667



When budgeting for ancillary salary costs going forward schools should be conscious of the following Ancillary Services Grant payment arrangements:

a) Interim grant payment - April 2023

This payment is to cover ancillary salary costs up to September 2023. For example:

- Where schools that use the March payment to fund salaries from January to December 2023, this payment is to cover costs up to September 2023 when secretaries are placed on a payroll operated by this Department.
- Where schools use the March Payment to fund salaries from April 2023 to March 2024, this payment is to fund salaries from April 2023 to November 2023 inclusive.

b) Remaining grant funding – Term 1 2023/24.

It is expected that any remaining ancillary grant funding due to schools will be paid as soon as possible in the 2023/24 school year. However, this payment will be reduced to take account of grant funded secretaries that will have transferred to a Department Payroll from September 2023,

c) Ancillary Services Grant for the 2023/24 school year - March 2024.

It is intended that payment of the Ancillary Services Grant will revert to an annual payment for the 2023/24 school year and will be paid in March 2024.

The Department is currently working on the verification of the correct pay scale data for grant funded secretaries provided by schools as well as a model which will be used to generate any salary arrears due to these secretaries. These arrears will then be issued to schools through the grants payment system as soon as possible.

Further details of the arrangements for future ancillary grant payments will be provided to schools as soon as they become available.

Yours faithfully

Deirdre Shanley

Assistant Secretary

April 2023.