

Community Childcare Subvention Plus (CCSP) Saver Programme Service Fees Information Letter 2022/2023

Dear Parent / Guardian,

Your child _____ Registration ID _____ has been registered for the CCSP Saver Programme for the Programme Call 2022/2023 in our Early Learning Care(ELC) and /or School Aged Childcare(SAC) service. Their place will commence on _____ and end on _____. This means your child is registered in this ELC and/or SAC service over a _____ week period.

Signature of Parent/Guardian: _____ **Date:** _____

Calendar

This ELC and/or SAC service will provide you with a separate letter indicating the days the ELC and/or SAC service is closed over the programme year. This service will provide you with a minimum 4 week written notice period of our intention to change this.

Deposits and Discounts

Any deposits required and discounts offered are listed below. Any discount relevant to you will be applied to your normal fee, before any CCSP Saver Programme Funding is applied. If a deposit is taken, the full amount of the Department of Children, Equality, Disability, Integration and Youth (DCEDIY) funding held on deposit will be returned to you once **approval has been confirmed through the EYP System**.

Ticked below are the deposits/discounts that apply to your child.

| Tick if applicable | Type | Description |
|--------------------------|----------|---|
| <input type="checkbox"/> | Deposit | €50.00 sessional booking fee refunded once the child's registration is approved |
| <input type="checkbox"/> | Discount | 10% - 17% sibling discount for full day care children attending 5 days or less |
| <input type="checkbox"/> | Discount | 2.5% - 20% discretionary discount for full day care children attending 5 days or less |

Optional Extra Charges

We offer extra services or activities, which are not funded under the CCSP Saver Programme but which are **voluntary with optional charges to you**. These optional extras are very limited in nature and there is a copy of the DCEDIY approved optional extras list available from your local City/County Childcare Committee (CCC). If you wish to avail of any of the approved extra options, please initial the box next to your chosen optional extra.

If you do not wish to avail of any of the optional extras listed below, please tick here

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Please note: You are not required or obliged to select any optional extras.

| | |
|----------------------------------|-----------------|
| Details of Optional Extra Charge | Parent Initials |
| | |

Should you, at any time, wish to withdraw from any of the optional extras selected, you must provide the service with four weeks' notice.

Signature of Parent/Guardian: _____ Date: _____

Fees List:

Our Fees List below outlines the session types that are available within our service and maximum weekly charge for them under this scheme. The session type(s) that you have requested are ticked in the Fees list below. This service charges on a weekly / monthly basis. Your charge is identified in the final column and does not include any optional extras you have chosen from the above. This service will provide you with a minimum 4 week written notice period of our intention to change this.

Please note that your fee is based on CCSP Saver Programme Band Approval. This service might charge you the normal fee until such time as your CCSP Saver Programme eligibility has been approved on the system, at which point you will receive a full refund for any subventions due.

| Session attending | Session Description | Session Type | Number of Days | Normal Fee (before subvention) | Maximum weekly charge | | | | Your Weekly / Monthly Charge (incl. discounts if applicable) |
|--------------------------|------------------------------|--------------|----------------|--------------------------------|-----------------------|--------|--------|--------|--|
| | | | | | A | AJ | B | D | |
| <input type="checkbox"/> | Afterschool Summer Camp | Full Day | 1 | 30 | 1 | 1 | 16 | 20 | |
| <input type="checkbox"/> | Afterschool | Sessional | 1 | 21.01 | 12.01 | 12.01 | 16.01 | 17.61 | |
| <input type="checkbox"/> | Afterschool Summer Camp | Full Day | 2 | 60 | 2 | 2 | 32 | 40 | |
| <input type="checkbox"/> | Afterschool | Sessional | 2 | 53.53 | 35.53 | 35.53 | 43.53 | 46.73 | |
| <input type="checkbox"/> | Afterschool Summer Camp | Full Day | 3 | 90 | 3 | 10 | 48 | 60 | |
| <input type="checkbox"/> | Afterschool Summer Camp | Full Day | 4 | 120 | 4 | 40 | 64 | 80 | |
| <input type="checkbox"/> | Afterschool | Part Time | 4 | 111.36 | 47.36 | 47.36 | 83.36 | 91.36 | |
| <input type="checkbox"/> | Afterschool | Sessional | 5 | 132.06 | 87.06 | 87.06 | 107.06 | 115.06 | |
| <input type="checkbox"/> | Full Day Care - Over 2 years | Full Day | 5 | 227.21 | 82.21 | 147.21 | 157.21 | 177.21 | |
| <input type="checkbox"/> | Afterschool | Part Time | 5 | 132.06 | 52.06 | 52.06 | 97.06 | 107.06 | |
| <input type="checkbox"/> | Afterschool Summer Camp | Full Day | 5 | 150 | 5 | 70 | 80 | 100 | |
| <input type="checkbox"/> | Afterschool | Part Time | 5 | 105.35 | 25.35 | 25.35 | 70.35 | 80.35 | |

For information on the CCSP Saver Programme eligibility please see the 'DCEDIY Rules for CCSP Saver Programme 2022/2023 available on the DCEDIY website: www.gov.ie

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Leaving the Service/Transfers:

Should you wish to leave this Service or transfer to the National Childcare Scheme (NCS), you must **give 4 weeks written notice** to the Manager. Patterns of 'non-attendance' may be queried and may result in your CCSP Saver Programme funding being cancelled. Please speak to your Service Manager if for any reason your attendance pattern is not as first registered.

Queries

If you have any queries or wish to discuss any of the above, please contact the Service Manager. **Alternatively, you could address queries to your local City/County Childcare Committee (CCC). A list of CCC contact details is available from www.myccc.ie**

Please read, sign and date **two copies** of this letter. **Retain one copy and return one copy to the Service Manager.** A signed copy will be kept on file for verification purposes during funding compliance visits undertaken by the Scheme Administrator, on behalf of the Department of Children, Equality, Disability, Integration and Youth (DCEDIY).

For Provider Use Only:

Service Fee (including discounts) €

Final Fee to Parent/Guardian €

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PARENTAL ACCEPTANCE

I have read this letter (and calendar attachment) and understand the following;

1. The days that my child cannot avail of the service i.e. closed days and am aware that this service will give me 4 weeks written notice of any change. I have received a copy of the calendar.
2. I will be charged for any optional extras that I have voluntarily chosen and any additions to my fee have been listed in the attached fees list. I must give 4 weeks' written notice to remove an optional extra.
3. The normal fee, which is listed on my fees list, I would pay for the service if my application for the CCSP Saver Programme is not approved.
4. The fee, which is listed on my fees list, that I will be paying for my child if my application for the CCSP Saver Programme is approved.
5. Patterns of non-attendance may result in my CCSP Saver Programme funding being cancelled.
6. That I must provide 4 weeks written notice if I wish to remove my child from the CCSP Saver Programme in this service or transfer to the NCS.

Parent/Guardian Signature: _____

Date: _____

A signed copy must be kept on our files for verification purposes during funding compliance visits undertaken by the Scheme Administrator, on behalf of the Department of Children, Equality, Disability, Integration and Youth (DCEDIY).

Yours sincerely,

Name: _____

Title/Position Held: _____

REQUIREMENTS IN RELATION TO FEES

Service providers are required to create a Fees List for every DCEDIY Childcare Programme that they provide.

The Fees List will outline what sessions are provided under the CCSP Saver Programme, the number of days provided, and the full fees charged. Any deposits, discounts etc. must also be documented. **If deposits, discounts, etc. are not collected, this must also be completed on the fees list.**

Deposits may be charged but are limited to the equivalent of 2 weeks' payment. The full amount of the DCEDIY subvention held on deposit must be refunded to the parent/guardian once the child's registration is approved.

Information relating to deposits or any discounts offered must always be displayed in an area accessible by parents.

Fees for existing service options may only be changed in writing with a **notice period of 20 working days after being approved by the local County Childcare Committee (CCC).**

For further assistance or if you have any queries please contact your local CCC. Contact details for your local CCC can be found at myccc.ie.

Please note fees cannot be increased beyond September 2021 rates if availing of Core Funding

Fee Options

| Session Description | Session Type | Number of Days | Normal Fee (before subvention) | Maximum weekly charge | | | | Effective From |
|-------------------------|--------------|----------------|--------------------------------|-----------------------|-------|-------|-------|----------------|
| | | | | A | AJ | B | D | |
| Afterschool Summer Camp | Full Day | 1 | 30 | 1 | 1 | 16 | 20 | 15/08/2022 |
| Afterschool | Sessional | 1 | 21.01 | 12.01 | 12.01 | 16.01 | 17.61 | 15/08/2022 |
| Afterschool Summer Camp | Full Day | 2 | 60 | 2 | 2 | 32 | 40 | 15/08/2022 |
| Afterschool | Sessional | 2 | 53.53 | 35.53 | 35.53 | 43.53 | 46.73 | 15/08/2022 |
| Afterschool Summer Camp | Full Day | 3 | 90 | 3 | 10 | 48 | 60 | 15/08/2022 |
| Afterschool Summer Camp | Full Day | 4 | 120 | 4 | 40 | 64 | 80 | 15/08/2022 |
| Afterschool | Part Time | 4 | 111.36 | 47.36 | 47.36 | 83.36 | 91.36 | 15/08/2022 |

| | | | | | | | | |
|------------------------------|-----------|---|--------|-------|--------|--------|--------|------------|
| Afterschool | Sessional | 5 | 132.06 | 87.06 | 87.06 | 107.06 | 115.06 | 15/08/2022 |
| Full Day Care - Over 2 years | Full Day | 5 | 227.21 | 82.21 | 147.21 | 157.21 | 177.21 | 15/08/2022 |
| Afterschool | Part Time | 5 | 132.06 | 52.06 | 52.06 | 97.06 | 107.06 | 15/08/2022 |
| Afterschool Summer Camp | Full Day | 5 | 150 | 5 | 70 | 80 | 100 | 15/08/2022 |
| Afterschool | Part Time | 5 | 105.35 | 25.35 | 25.35 | 70.35 | 80.35 | 15/08/2022 |

Fee Extras

| Type | Description | Effective From |
|----------|---|----------------|
| Deposit | €50.00 sessional booking fee refunded once the child's registration is approved | 15/08/2022 |
| Discount | 10% - 17% sibling discount for full day care children attending 5 days or less | 15/08/2022 |
| Discount | 2.5% - 20% discretionary discount for full day care children attending 5 days or less | 15/08/2022 |

MARY GEARY CHILDCARE

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info@marygearychildcare.ie

DCYA Ref: 19CC0680

CCSP SAVER PROGRAMME 2022 CALENDAR

This Programme is open from 15/08/2022 to 11/08/2023.

We will be closed on the following dates:

31/10/2022

22/12/2022 - 23/12/2022

26/12/2022 - 27/12/2022

02/01/2023

06/02/2023

17/03/2023

10/04/2023

01/05/2023

05/06/2023

07/08/2023

This Calendar has been registered on the EYP system.

Effective Date: 22/08/2022