



**Home Based Summer Provision 2020  
Reconnecting with Education  
Information & FAQs for Parents**

Once you have read the guidance for a **Home-Based Summer Programme to Support Children with Special Educational Needs** you should complete the steps outlined below and the attached form which should be submitted to the Department when Tuition has concluded.

**Step 1 –Online Registration**

Please click [here](#) to register your interest in participating in the home based programme, providing some outline information on the extent of your participation

You will require the following information to register online

- Child's Name, dob, PPSN,
- Parent name, address, PPSN
- School name, address, roll number
- Intended duration of participation (Max 10 hours per week - Minimum of 2 weeks maximum of 4 weeks)

Once registered, you can commence planning and organising the programme for your child.

**Step 2 –Consult with your child(ren) school(s) to establish 1) the child's eligibility and 2) if the school intends to run a programme**

Your school must confirm that your child(ren) are in the categories listed below and it does not have the capacity to include the child in the school-based programme.

1. Pupils with a diagnosis of Autism
2. Pupils with severe and profound learning difficulties
3. Any child in a special class or special school
4. Children transitioning into a special class from early years settings
5. Pupils in primary school mainstream classes who present with the following disabilities:
  - Children with Down syndrome
  - Children who are Deaf or most severe hard of hearing
  - Children who are blind or have a most severe visual impairment
  - Children who have a moderate general learning disability
  - Children with severe emotional behavioural difficulties



**IMPORTANT**

**If there is a place for your child in the school based programme  
DO NOT NEED TO PROCEED ANY FURTHER  
Your child must participate in the School Based programme**

**Step 3 – Get information from your school on the supports that could be provided by the Tutor/ SNA for the summer programme**

This may include information on your child's Learning Support File / care plans and any relevant information from the teaching team.

**Step 4 – Secure the services of a registered teacher or an SNA who meets the schemes qualification and child protection criteria – Parents cannot provide the programme to their own children**

In order to participate in the home based scheme you must engage the services of

- a qualified teacher, registered and vetted with the teaching council of Ireland to provide tuition in your home. (Max 10 hours per week - Minimum of 2 weeks maximum of 4 weeks)
- an SNA who has been vetted

Once you source a tutor/SNA you should arrange to meet/interview the tutor/SNA regarding suitability with reference to employment/career/educational history & employment references.

**Please note Parents cannot provide the programme to their own children.**

**Prior to commencing tuition**

- You must ask the tutor/SNA to show you his/her vetting disclosure. Parents/legal guardians must request a newly issued vetting disclosure in circumstances where they are engaging the services of a tutor for the first time.
- Parents are advised to consider whether a newly issued vetting disclosure is necessary.

The factors that the parent/legal guardian may wish to take into account in determining whether a newly issued vetting disclosure is required may include the following:

- The period of time since previous vetting was obtained.
- Whether there are any gaps in the person's employment/career/educational history which have not been satisfactorily accounted for
- Whether comprehensive references have been made available in respect of previous employments



The above is not an exhaustive list of factors that parents/legal guardians may wish to take into consideration.

- You must ensure that all tutors/SNAs engaged have a current Statutory Declaration, which is available at the attached form

### Step 5 – Allocation of hours for the Home Based Programme & Pay Rates

#### Allocation of hours

The allocation of hours is **10 hours per week for 4 weeks per household** with adjusted allocations for siblings.

Tuition can take place over any of the four weeks commencing no earlier than **Monday 29th June 2020** and finishing no later than **Friday 21st August 2020**.

#### Allocation of hours for siblings

Allocations for siblings are broadly reflective of the school grouping principle. This is where one teacher is allocated to a class of six pupils with complex needs in schools.

However to provide for the differentiated needs of siblings with special needs in the home, a shared allocation will be provided as set out below

Number of siblings	2 Children	3 Children	4 Children
Number of Hours p/week	15 per week for 4 weeks	20 per week for 4 weeks	25 per week for 4 weeks

A separate allocations of 10 hours per week will be provided to a child where that child is

- Attending school at a different educational level to their sibling – (i.e. One child is primary and the other is post primary)
- One child is in a specialised setting
- Or where one siblings is living in a separate homes.



## Pay Rates

The rates per hour for all tuition provided is:

Fully Qualified Primary Teacher	€ 38.33 per hour
Fully Qualified Post Primary Teacher	€ 46.04 per hour
Modified Rate	€ 34.28 per hour

A Primary qualified tutor providing tuition to a primary school child is paid the primary rate

A Post Primary qualified tutor providing tuition to a post primary school child is paid the post primary rate

Any other combination of tutor/child where tuition is provided in a different sector (e.g. primary child with a post primary qualified tutor) the payment is made at the modified rate.

### The rate of payment for an SNA is:

SNAs appointed pre 2011	€16.77 per hour
SNAs appointed post 2011	€15.50 per hour

### Step 6– You must keep a record of tuition hours and complete and return the attached Payment Claim Form

Please submit the attached Payment Claim Form when Tuition has been completed.

All completed forms must be returned to the Department no later than 28th August

## FAQs

### ***How do I find a tutor/SNA?***

It is the responsibility of the applicant to source a tutor/sna. This Department does not keep lists of tutors available to carry out Summer Provision. It may be helpful to contact local schools in the first instance or, alternatively, the Department is aware that many parents use education provider websites to advertise for tutors or indeed place advertisements in local newspapers or on shop/community notice boards.

### ***I want to work as a tutor, how do I register my interest?***

The Department does not keep lists of tutors available to provide tuition under Summer Provision. It is the responsibility of the parent to source a tutor for their child. To assist in obtaining work in this regard tutors should contact schools in the area and advise of your interest in providing tuition under this scheme. Parents of eligible children regularly contact schools in the first instance. In addition, tutors could advertise their availability on education provider websites or place advertisements in local newspapers or on shop notice boards or community notice boards.



***Please note Parents cannot provide the programme to their own children.***

***Can Special Needs Assistants (SNA) participate?***

An SNA that has been vetted can participate in the 2020 Summer Provision Scheme

***Is it possible to establish a grouping arrangement for my child?***

*In previous years grouping arrangements have been permitted subject to Terms and Conditions.*

*Any group provider interested in providing group tuition should contact the Department – please email:*

[HomeBasedSummerProgram@education.gov.ie](mailto:HomeBasedSummerProgram@education.gov.ie)

***My child's school is providing 2 week's tuition in July – can I also apply for the home based scheme?***

For this year there is no movement between school and home. You must do either one or the other.

***My child is enrolled to start school in September 2020 - Is s/he eligible for the 2020 Summer Provision?***

Yes Children transitioning into a special class from early years settings are eligible.

***Can I claim for tuition provided in excess of the weekly allocation?***

The 10 hour per week allocation must be strictly adhered to and any tuition hours provided in excess of 10 hours per week will not be funded.

***Can the tuition take place in the evening?***

Tuition must be provided between 9am and 6pm, Monday to Friday only. Bank Holidays and week-ends are excluded. Tuition delivered outside of these hours will not be funded by the Department of Education & Skills.

***Can I transfer hours to a subsequent week?***

No. Unused hours from any given week cannot transfer to a subsequent week. 10 hours per week is the maximum number of hours which can be provided.

***What if I'm on holidays in July, can the tuition take place in August?***

10 hrs tuition per week can take place over any 4 weeks commencing no earlier than 29/6/2020 and concluding no later than 21/08/2020.