

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

Dear Parent / Guardian,

Your child _____ PIP Registration ID _____
has been registered for the CCSP Saver Programme for the Programme Call 2021/2022 in our ELC and /or
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.

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.

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 your child's registration has been approved.

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

Tick if applicable	Type	Description
<input type="checkbox"/>	Discount	At the Board of Management's discretion

Optional Extra Charges

We offer extra services or activities, which are not funded under the CCSP Saver Programme but which
are **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

Please note: You are not 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 ELC and/or SAC service with four weeks' notice.	

Fees List:

Our Fees List below outlines the session types that are available within our ELC and /or SAC 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 ELC and/or SAC service provider charges on a weekly / monthly

Service Ref: 20LS0161

Status: Registered

Please initial that you have read and understand this page:

Parent/Guardian Initials: _____

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basis. Your charge is identified in the final column and does not include any optional extras you have chosen from the above.

Please note that your fee is based on CCSP Saver Programme Band Approval. This ELC and /or SAC 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"/>	Monday SHAPES Group 2:45-5:15pm	3: CCSP Sessional p.m.	1	€40.00	€31.00	€31.00	€35.00	€36.60	
<input type="checkbox"/>	Tuesday SHAPES Group 2:45-5:15pm	3: CCSP Sessional p.m.	1	€40.00	€31.00	€31.00	€35.00	€36.60	
<input type="checkbox"/>	Wednesday SHAPES Group 2:45-5:15pm	3: CCSP Sessional p.m.	1	€40.00	€31.00	€31.00	€35.00	€36.60	
<input type="checkbox"/>	Fun Club 1 2:45-4:15pm	4: CCSP Half Session p.m.	1	€22.50	€18.00	€18.00	€20.00	€20.80	
<input type="checkbox"/>	Fun Club 2 4:30-6:00pm	4: CCSP Half Session p.m.	1	€22.50	€18.00	€18.00	€20.00	€20.80	

For information on the CCSP Saver Programme eligibility please see the 'DCEDIY Rules for CCSP Saver Programme 2021/2022' available on the DCEDIY website: www.gov.ie

Leaving the ELC and/or SAC Service/Transfers:

Should you wish to leave this ELC and/or SAC 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 ELC and/or SAC service provider 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. Return one copy to the Service Manager. This signed copy will be kept on our files for verification purposes during funding compliance visits undertaken by Pobal, on behalf of the DCEDIY. You should retain the second copy for your own records.

Yours sincerely,

Name _____ Title/Position Held _____

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Status: Registered

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PARENTAL ACCEPTANCE

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

- ✓ The days that my child cannot avail of the ELC and /or SAC service i.e. closed days.
- ✓ I will be charged for any optional extras that I have chosen and that is additional to my fee. I must give 4 weeks' notice to remove an optional extra.
- ✓ The normal fee I would pay for the ELC and /or SAC service if my application for the CCSP Saver Programme is not approved.
- ✓ The fee that I will be paying for my child if my application for the CCSP Saver Programme is approved.
- ✓ Patterns of non-attendance may result in my CCSP Saver Programme funding being cancelled.
- ✓ That I must provide 4 weeks written notice if I wish to remove my child from the CCSP Saver Programme in this ELC and /or SAC service or transfer to the NCS.

Parent/Guardian Signature: _____

Date: _____

For Provider Use Only:

Service Fee (including discounts)	€
Plus optional extras	€ _____
Final Fee to Parent/Guardian	€

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Status: Registered

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