Parent Statement for Partner Services

1. Welcome to our Partner Service

Múin Ballincollig Afterschool, Unit 33A Castlewest Shopping Centre Ballincollig Cork P31 TY43, is a Partner Service, working together with the Department of Children, Disability and Equality, and parents/guardians to deliver high quality, affordable, inclusive Early Learning and Care (ELC) and/or School Age Childcare (SAC) services for children under Together for Better.

Together for Better is the funding model for early learning and childcare that brings together four major programmes, the Early Childhood Care and Education (ECCE) programme - including the Access and Inclusion Model (AIM), the National Childcare Scheme (NCS), Core Funding, and Equal Start.

As a Partner Service, we offer subsidy schemes to parents/guardians and receive Core Funding in return for adhering to the scheme's terms and conditions outlined in the Core Funding Partner Service Agreement. Further information on Core Funding is available here: https://www.gov.ie/en/department-of-children-disability-and-equality/campaigns/core-funding/.

Core Funding, which began in September 2022, is a supply side funding stream to develop a closer partnership for the public good between the State and providers. Its primary purpose is to improve affordability and accessibility for parents, pay and conditions in the sector, and income stability for providers.

This Parent Statement outlines some of the important things you can expect from us, as a Partner Service. This Parent Statement is provided as a condition of the Core Funding Partner Service Funding Agreement, the NCS, ECCE and CCSP Saver Funding agreements.

This Parent Statement describes the agreement in place between us Múin Ballincollig Afterschool and the parents/guardians that use our service with respect to fees charged to parents/guardians, and as a Partner Service we have committed to adhere to Core Funding's terms and conditions regarding fee management.

1.1 About Us

Here are some of the basic things to know about us:

A typical week for us is 13:30 to 18:00 Monday to Friday for 43 weeks per year.

At Múin Ballincollig Afterschool we offer the following services to children and their families:

☐	Sessional Care for Early Learning & Care (ELC) excluding ECCE provision
☐	Sessional preschool under ECCE (Free Preschool)
☐	Full day care/part time care for Early Learning & Care (ELC)
☒	Term time School Age Childcare
☒	Out of term School Age Childcare

2. Early Childhood Care and Education Programme (ECCE), Access and Inclusion Model (AIM), National Childcare Scheme (NCS) and Community Childcare Subvention Plus (CCSP) Saver Programme.

In addition to Core Funding, this Partner Service is in contract to deliver the:

☒	National Childcare Scheme (NCS)
☐	Early Childhood Care and Education (ECCE) programme
☐	Community Childcare Subvention Plus (CCSP) Saver Programme

National Childcare Scheme (NCS)

NCS provides subsidies to parents and families to offset the costs of Early Learning and Care (ELC) and/or School Age Childcare (SAC). There are two types of subsidies available to apply for under the NCS - the Universal or Income Assessed subsidy. Both subsidies are available to families with children between 24 weeks and 15 years of age.

As a Partner Service, we must offer the NCS (including income assessed, universal and in particular "sponsor" NCS arrangements) to all children up to the age of 15 within this service where we have committed to provide such a service above.

Further information about the NCS, including how to apply for a subsidy, is available here - https://www.ncs.gov.ie/en/ or contact the NCS Parent Support Centre on 01 906 8530 (Monday to Friday from 9am to 5pm).

Your NCS award includes a unique Childcare Identifier Code Key (CHICK) and information on the maximum number of hours you can claim. To use your award, you must:

1) Receive a CHICK by applying to https://www.ncs.gov.ie/en/ or contacting the NCS Parent Support Centre.
2) Bring the CHICK to Múin Ballincollig Afterschool and register your NCS subsidised hours of care. The hours that you will agree should be based on the hours you need and what Múin Ballincollig Afterschool can offer you.
3) After Múin Ballincollig Afterschool has registered your hours, **you must confirm** that these details are correct. These details must be confirmed at https://www.ncs.gov.ie/en/ or in writing to National Childcare Scheme, PO Box 13105, Southside Delivery Office, Cork, depending on whether you originally applied online or by post to receive your award.
4) **Your NCS subsidy can only be paid once your CHICK has been registered by Múin Ballincollig Afterschool and you have confirmed on the system that all details are correct.**

The amount that you must pay to Múin Ballincollig Afterschool is called the 'co-payment'. The co-payment is Múin Ballincollig Afterschool's fee for your child minus the NCS subsidy paid by the Department to Múin Ballincollig Afterschool for your child.

Múin Ballincollig Afterschool must provide you with details of how your co-payment amount is calculated (our fee less your NCS subsidy). We will always notify you within 20 working days if and when your co-payment amount changes, including details on how it has been calculated.

Calendars

Múin Ballincollig Afterschool will provide you with a separate letter indicating the days our service is closed over the programme year. We will provide you with a minimum of 20 working days written notice period of our intention to change this.

3. Fees Policies

As a Partner Service, we operate a Fees Policy that is transparent and understandable to our parents/guardians and is compliant with the requirements under the Core Funding Partner Service Funding Agreement.

The fees for all our service types are displayed clearly and accurately on the Fee Table contained within this Parent Statement. Please do not hesitate to contact Clodagh Barrett/ Registered Provider who will provide additional clarification as required.

If we choose to withdraw from the scheme during the programme year (September 2026 – August 2027) we are required to give you, and Pobal the scheme administrator, 3 months written notice of our intention to withdraw.

The Department offers us, as a Partner Service the option of availing of Case Management supports if we are experiencing concerns regarding our viability as an alternative to withdrawing from the scheme, and removing the benefits of the scheme to parents/guardians.

3.1 Fee Management – As a Partner Service, we operate our Fees Policy in accordance with the Core Funding Partner Service Funding Agreement, which in programme year 2026/2027 involves no increases of fees on those charged to parents/guardians on 30 of September 2021, called an effective 'fee freeze'. There may be some exceptions to this rule, which can be found in https://earlyyearshive.ncs.gov.ie/downloads/download-corefunding/. In order that you can understand what this fee freeze means for you, we have outlined our fees and associated fees policy below.

☐	**a) Our service was in existence on or before 30 September 2021** As a Partner Service, we are committed to operating the effective 'fee freeze' for Programme Year 2026/2027. This means that we will not charge our parents/guardians more for the same service than what we were charging in September 2021.
☒	**b) Our service was established after 30 September 2021** This means, as a Partner Service that we will not charge our parents/guardians more for the same service than what we were charging when we first became a Partner service. We are committed to operating the effective 'fee freeze' for Programme Year 2026/2027.

3.2 Donations - We will not request or accept any regular or routine donations, voluntary or otherwise from parents/guardians, in respect of the ELC/SAC services being provided.

3.3 Deposits - We will not charge any non-refundable deposits[1] to parents/guardians in the respect of their ELC/SAC service where the parent/guardian takes up the service for which the deposit was paid.

3.4 Discounts – We will keep all discounts that were available on 30 September 2021 in place, provided that they are available to all children in our service. Any discount relevant to you will be applied to your normal fee.

3.5 Optional Extras – The term 'Optional Extra' is only applicable to any extra services or activities we offer under ECCE which are not funded by the Programmes but which are voluntary with optional charges to you. These optional extras are very limited in nature and there is a copy of the Department approved optional extras list available in Appendix 1 of the ECCE programme rules, which are also available on the Early Years Hive.

3.6 Additional Service - Is when something additional to a service type/fee option is offered to parents/guardians. Take up of the additional service must be entirely optional to parents/guardians. For example, a service provider may offer school collection services in addition to their SAC Service Types, all additional extras must be entirely optional to parents/guardians and charged for additionally. These must appear on the fee table as applicable.

3.7 Fee Review Process - As a Partner Service, we must uphold our contractual obligations regarding our fees charged to parents/guardians as laid out in the Core Funding Partner Service Funding Agreement.

[1] Non-refundable deposits include administration/registration fees or other such charges.

Where a parent/guardian/individual identifies a potential breach of Core Funding fee rules by a Partner Service, they may seek to have this examined and a conclusion reached through the Core Funding Fee Review process.

A parent/guardian/individual who has identified a change to a Partner Service's fee policy potentially breaching the Core Funding Partner Service Funding Agreement, may address the issue in the first instance directly with the Service if they chose to do so.

In certain cases, this step may allow for the quick resolution of the case between the Partner Service and the parent/guardian without engagement with the CCC. This pre-fee review stage is optional.

Where a parent/guardian does not wish to engage with the service regarding their concerns or questions around Fee Management, a parent/guardian can raise the case directly with their local CCC. A list of CCC contact details is available from City and County Childcare Committees.

3.8 Fee Policy

C. This service was established after 30 September 2021. The fee policy we are going to implement for year 2026/2027 has not changed since this service became a partner service.

3.9 Fee Table
Programme Year: 2026/2027

3.9.1 - Section A: Fee Options

Fee Type Name	Age Range	School Age / Early Years	ECCE Available?	Session Start Time	Session Finish Time	Second Session Start Time	Second Session Finish Time	Incorporated Services?	Choose Incorporated Service	Additional Information	Hrs:Mins per Day	Days per Week	Hrs:Mins per Week	Weeks per year	Full Fee	Fee (with ECCE deduction for 3 free hours)	Effective From	Effective To
Muin Ballin collig Afters chool	4y - 12y	SAC	No	13:30	18:00			Yes	Other	€160 a week is based off of a child attendin g after school from 1.30pm-6pm, 5 days a week without school collectio n by after school staff. A snack is provided with this fee. Please note if a child attends less days/tim es you are charged by the	4.30	5	22.30	38	€160	€	10/03/2025	29/08/2027

										hour (€7.50)								
Muin Ballin collig Afters chool	4y - 12y	SAC	No	14:00	18:00			Yes	Other	€125 a week is based off of a child attendin g after school from 2.30pm-6pm, 5 days a week without school collectio n by after school staff. A snack is provided with this fee. Please note if a child attends less days/tim es you are charged by the hour (€7.50)	4.00	5	20.00	38	€125	€	10/03/2025	29/08/2027

3.9.2 - Section B: Fee Extras:
Deposit / Discount / Optional Extras* / Additional Services

Type	Extras	Amount	Frequency	Other	Description	Additional Detail / Conditions	Effective From	Effective To
Discount		€			10% sibling discount		10/03/2025	29/08/2027
Additional Services		€5.5	Daily		Collection from Primary School	We can collect your child from their Primary school on our bus and drop them back to the after school. Collection fee is €5.50 a day.	10/03/2025	29/08/2027
Additional Services		€220	Once Off		Full day camp	Full day camp is 9.30am-5.30pm and the cost is €220. A lunch is provided by the service but parents asked to pack some snacks. Parents can use their NCS to reduce the cost of the camp	10/03/2025	29/08/2027
Deposit		€50	Once Off		Deposit to secure place in after school. If you cancel your child's place before they start in the service then the deposit is non refundable. 50EURO is to secure place for one child.		25/08/2025	29/08/2027

Deposit		€70	Once Off		Deposit to secure place in after school. Please not if you cancel your childs place before they commence in the service deposit is non refindable. 70.00EURO is to secure two childrens places in the service.		25/08/2025	29/08/2027
Additional Services		€120	Once Off		€120 is for a half day camp which is 10am-2pm. Lunch must be provided by parents. Parents can use their NCS towards the camp which will reduce the fee.		14/07/2025	29/08/2027
We do not offer ECCE		€						

* These are entirely optional to parents/guardians.

3.9.3 - Section C – Other Additional Information

Fee's are paid for the month ahead. If your child misses days at the after school due to illness/holidays those days are not refunded. We require a months notice for a change of days or if going on holidays. If a months notice is not given you will be charged as normal. If your child's Primary school announces a half day or day off that is not on their calender and the after school has not been given a months notice we may not be able to faciliate ealy collection and you will still be charged for the day.

3.10 The changes to our Fees Policy as applicable on September 30, 2021 (or when we first became a Partner Service, whichever is earlier), are as follows:

3.10 (a) The following new Service Types ARE available:

Fee Type Name	SAC/ ELC	Age Range	Min Age	Max Age	ECCE available for ECCE Eligible Children	Session Start time	Session finish time	Incorporated Services ?	Choose incorporated Service	Additional Information	No. hours per day	No days per week	No. hours per week	Fee (less ECCE 3 Free Hours (€)	Full Fee

3.10(b) The following Service Types are NO LONGER available:

Fee Type Name	SAC/ ELC	Age Range	Min Age	Max Age	ECCE available for ECCE Eligible Children	Session Start time	Session finish time	Incorporated Services ?	Choose incorporated Service	Additional Information	No. hours per day	No days per week	No. hours per week	Fee (less ECCE 3 Free Hours (€)	Full Fee

4. Quality measures

As a Partner Service, we are committed to delivering quality for children and families. There are number of ways we can show this.

4.1 Our staff have the following qualifications:

Room/Session	Qualification
Afterschool	Level 5 Childcare
Afterschool	Child First
Camp	First Aid
Afterschool	First Aid Responder
Afterschool	First Aid
Afterschool	First Aid Course
Afterschool	Child first
Aftyerschool	Special Needs Assistant Level 5
Afterschool	FETAC Level 5 Childcare

4.2

☒	**We are actively working to implement our Quality and Inclusion Practice Plan (QIPP) and we will report on progress at the end of the year to the Department of Children, Disability and Equality and our parents/guardians.**

Múin Ballincollig Afterschool will display the end of year QIPP report in an area accessible to parents/guardians as well as on any online platform maintained by the Múin Ballincollig Afterschool for the purpose of advertising its service or providing information to parents/guardians.

Queries -If you have any queries or wish to discuss any of the above, please contact **Clodagh Barrett. Alternatively, you could address queries to your local City/County Childcare Committee (CCC). A list of CCC contact details is available from City and County Childcare Committees.**

Múin Ballincollig Afterschool will display this Parent Statement at all times in an area accessible to parents/guardians as well as on any online platform maintained by the Múin Ballincollig Afterschool for the purpose of advertising its service or providing information to parents/guardians. Múin Ballincollig Afterschool will print and co-sign a Parent Statement for each family. A copy signed by Múin Ballincollig Afterschool and the parent/guardian will be retained on file. Any changes to Fee Policies will require that an updated Parent Statement is displayed and Múin Ballincollig Afterschool will issue updated Parent Statements by email to our parents/guardians and retain proof of the associated email.

In this section include details of the child(ren), in this family only, enrolled at the service (as per parent/guardian name below):

Use BLOCK CAPITALS:

Child first name	**Child family name**

This Parent Statement is an agreement between the parent/guardian and the Partner Service. As a Partner Service, we will adhere to the scheme's terms and conditions outlined in the Core Funding Partner Service Funding Agreement, including those related to fee management. Further information on Core Funding is available here: https://www.gov.ie/en/department-of-children-disability-and-equality/campaigns/core-funding/.

This Parent Statement sets out what is on offer at Múin Ballincollig Afterschool. We are responsible for ensuring that the fees represented in this Parent Statement are accurate, and represents all fees charged and the corresponding services offered.

If our Partner Service displays fees in another format in addition to this document that is permitted, however the fees charged must match the fees contained in this Parent Statement.

Programme Year:	2026/2027
Service Provider Name:	Múin Ballincollig Afterschool
Service Reference No.:	21CY0200
Signed – Parent/Guardian:	
Parent/Guardian name in BLOCK CAPITALS:	
Date:	