



Dear Parents/Guardians

We are contacting you because you have expressed an interest in the new Community After-School Service which we plan to open on January 5th 2023 at Louisburgh NS. We are very grateful to the School Board of Management and the Parents Association for their support in introducing this new service.

Programme:

The new community after-school service operated by Louisburgh Childcare offers professionally supervised care and organised activities for children aged between 5 and 12 years after school and during holidays.

Our after school programme will be operating from Louisburgh NS and will provide a stimulating and comfortable environment for your child. Time is allocated for free play, arts and crafts, drama, role plays, music and movement, story time, construction toys and outdoor play. Positive play opportunities offer children support to develop, learn and have fun.

A comfortable area is provided where children can relax and read to allow for children to have some 'quiet time' to themselves.

Homework will be done in a prepared environment with an adult present to answer any questions your child may have.

The following is important information to consider when making a booking with us. Please read through carefully and do not hesitate to contact us should you require clarification or any further information.

If you are interested in registering your child for a place in this service please complete the Registration Form attached and return it to this email address, signed wherever indicated.

We are currently awaiting confirmation of our registration with Tusla and until we have secured this our opening date remains provisional. As soon as we have received this clearance we will update you immediately.

Please note: The Registration Form does not constitute a booking. If a place is available for your child you will receive an email confirming that place. If there is no place available at present we will inform you of this and keep your child's details on a waiting list, should you wish us to do so.

Please note the following important information regarding the registration process before you begin to complete the form:

- There will be a staff to child ratio of 1:12 as per Tusla regulations
- As we are a non-profit community organisation our main aim is to cover our costs. To do this we must ensure that all places are filled every day.
- Therefore we will be prioritising those who wish to book in for five days. Should any places remain after this we will fill the remaining places by matching those looking for less than 5 full days with others looking for the alternate days. Drop-in places will not be available at present – all spaces must be pre-booked on an ongoing basis.
- The opening hours will be from 1.40pm to 5.30pm daily, Monday to Friday, for 48 weeks of the year. The facility will close for two weeks at Christmas and for two weeks in August to allow for staff holidays. As we will have a small team we believe this will be the best way to minimise disruption to the service and to parents while allowing staff their statutory holidays.
- The cost for the hour from 1.40pm-2.40pm will be €5 per child; the cost for the afternoon (beginning at either 1.40pm or 2.40pm) will be €15, regardless of what time children are collected at the end of the day.
- All parents will be charged for the days they book on their registration form whether or not the child attends the service on all of those days each week. We must remain financially sustainable and therefore what is booked must be paid for.
- Every parent/guardian using the service is entitled to the Universal Childcare Subsidy through the National Childcare Scheme, which is increasing to €1.40 per hour from Jan 2023.
- The National Childcare Scheme also offers an income-assessed subsidy. Information and a calculator are available at this link:
<https://www.ncs.gov.ie/en/>
- It is up to parents/guardians to apply for the National Childcare Scheme and to provide the code they receive to Louisburgh Childcare so that we can discount the fees. Any discount due is paid directly to Louisburgh Childcare from the government. Outstanding fees will be kindly paid via standing order.

For any individual queries please contact us through this email address or contact Barbara on 087 6525530.

Thank you again for your interest.

Kind regards

Board of Management
Louisburgh Childcare
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