



AN ROINN OIDEACHAIS
AGUS EOLAÍOCHTA | DEPARTMENT OF
EDUCATION
AND SCIENCE

Primary Branch

TO BOARDS OF MANAGEMENT AND PRINCIPALS OF
NATIONAL SCHOOLS

CAPITATION GRANTS FOR 2002/2003 SCHOOL YEAR

1. Introduction

The Minister for Education and Science wishes to refer to the scheme of capitation grants towards the operating costs of national schools. The standard rate of grant for 2001/2002 was €105 per pupil. This rate included the one third of the €10 increase that was due to apply from September 2002 and which was brought forward and included with the second instalment of capitation grant for the 2001/2002 school year.

Enhanced capitation rates are paid in respect of children with special needs who attend special schools or special classes dedicated to children with particular special needs. These rates can range from €266.00 to €589.50 per pupil depending on the particular level of need involved and are set out in the appendix to this Circular.

Capitation funding is intended to contribute to the day to day running costs of schools and consequently should be used to meet the costs of items such as heating, lighting, cleaning, insurance and general upkeep in schools. It should also be noted that a proportion of the grant is intended to be used by schools to assist with the purchase of teaching materials and resources. While this Department has issued a number of Curriculum related grants to schools over the past three years, it should be noted that the Capitation Grant was, and continues to be, the primary source of funding for such purposes. In the light of the current budgetary constraints payment of the Physical Education Grant has been withdrawn for 2003. The position on payment of this grant will be kept under review.

2. Abolition of Local Contribution

The Minister, in October 2001, announced the abolition of the requirement on primary schools to raise a local contribution towards their current operating costs. The effect of its abolition means that schools are no longer required to return forms to this Department certifying that the local contribution has been lodged to their school accounts. This means that the processing of the second instalment of the Capitation Grant will be automatically undertaken by the Department, provided schools have submitted their Annual Return for the School Year to the Statistics Section of the Department. Schools that have not provided the Department with details of their enrolments etc in respect of the 2002/2003 school year will not receive the second instalment of the Capitation Grant until the appropriate forms have been returned.

3. Payment of Second Instalment

The first instalment of the grant (70%) that was paid in January 2003 was based on September 2001 enrolments and on a rate of €111.58 per pupil. The remaining balance of the grant (30%) will be paid in June 2003. This Department has established a system of Electronic Funds Transfer (EFT) for the payment of grants to schools. Under this system it is intended that the capitation grant will be paid directly into the school bank accounts.

4. Rate of Grant in 2002/2003 school year

As the second instalment of the grant for the 2001/2002 school year included the one-third of the €10 increase applicable to the 2002 calendar year, the remaining two-thirds of the increase will be applicable from the beginning of the 2003 calendar year. This will bring the standard rate of the Capitation Grant for the 2002/2003 school year to €111.58 per pupil.

5. Use of Capitation Grant

Boards of management are requested to ensure that all monies provided to the school under this grant are made available for the purchase of appropriate resources and materials. Schools should also keep a record of all materials or resources purchased with this grant and receipts in respect of such purchases should be retained. These receipts/records may need to be produced at a later stage for inspection by officers of this Department.

6. Queries

Any queries regarding details of the lodgement of the grant to school bank accounts should be directed to the **Central Funds Unit, Department of Education and Science, Athlone, Co. Westmeath (Phone 0902 – 83852 or 83853)**. Any other queries relating to this grant should be directed to the **Primary Administration Section, Department of Education and Science, Athlone, Co. Westmeath (Tel. 0902 – 83978)**.

J. Bracken
Principal Officer
June, 2003.

APPENDIX TO CIRCULAR 2/2003

1. Rates of Grant for Ordinary National Schools:

CATEGORY	RATE OF GRANT
National Schools in which a Board of Management has been established	€111.58 per pupil
National schools maintained by the Office of Public Works (OPW)	€47.50 per pupil
Scoileanna Lán – Ghaeilge	€137.50 per pupil
Minimum grant to small schools (60 pupils or less)	€6,695.00
Minimum grant to small schools maintained by the OPW	€2,850.00

2. Rates of Grant for Special National Schools and Special Classes attached to Ordinary National Schools

CATEGORY	Rates for Special School pupils and pupils in Special Classes in ordinary national schools	
	Under 12 years	12 years & over
Visual Impairment	€481.50	€573.00
Hearing Impairment	€536.00	€573.00
Profoundly Deaf	€589.50	€589.50
Mild General Learning Disability	€370.00	€573.00
Moderate General Learning Disability	€481.50	€573.00
Severe/ Profound General Learning Disability	€589.50	€589.50
Specific Learning Disability	€370.00	€573.00
Emotional Disturbance	€481.50	€573.00
Severe Emotional Disturbance	€589.50	€589.50
Physical Disability	€370.00	€573.00
Autism/Autistic Spectrum Disorders	€589.50	€589.50
Specific Speech and Language Disorder	€536.00	€573.00
Multiple Disabilities	€589.50	€589.50
Traveller Children	€266.00	€472.50