



**To: The Managerial Authorities of all recognised Primary, Post Primary and Special Schools**

**Notice regarding Covid-19 Capitation funding supports**

Covid-19 Capitation Grant funding was provided for Term 1 of the 2022/23 school year to support schools to continue to implement infection prevention and control measures, such as hand hygiene, respiratory hygiene and cleaning to reduce the risk of the spread of COVID -19 and to protect the safety, health and welfare of staff, students, parents and visitors.

Arrangements are now being made for the payment of Covid-19 Capitation grants for Term 2 of the 2022/23 school year.

Schools are reminded that this payment is a temporary measure and is kept under review.

Details of the Covid-19 Capitation Grant funding for Term 2 2022/23 are included below. This funding will be issued to schools and ETBs (as applicable) shortly.

Standard capitation related grants continue to be paid to meet other school running costs.

Post-Primary Schools in the Fee Charging Sector whose application for Covid-19 Capitation funding to date was successful will automatically qualify for funding in Term 2 2022/23.

Grant payments for Term 2 of the 2022/23 school year will be calculated using the same per capita rates as applied for Term 2 of the 2021/22 school year and will be based on recognised enrolments for September 2021. However, as was the case for Term 1, the Enhanced Cleaning and PPE grant payments continue to be combined into one payment for Term 2 2022/23 i.e. COVID-19 Combined Cleaning Supports and Sanitiser/PPE Grant.

As can be seen in the table below, the total value of the Combined Cleaning and PPE Grant will be the same as the two separate grant payments.

<b>COVID-19 Capitation Grants Term 2 22/23- Rates per pupil – Primary Schools</b>		
<b>Grant Rates</b>	<b>Mainstream</b>	<b>Special Classes/Special School</b>
<b>Combined Cleaning and PPE Grant Rates - Term 2 22/23</b>		
Combined Cleaning and PPE Rate	€36.00	€85.67
<b>Enhanced Cleaning and PPE Grant Rates previously paid for Term 2 21/22</b>		
Enhanced Cleaning	€21.00	€25.67
PPE	€15.00	€60.00
<b>Note:</b> Grants paid to schools with an enrolment of equal to or less than 60 pupils are based on a minimum enrolment of 60 pupils.		

<b>COVID-19 Capitation Grants Term 2 22/23 - Rates per pupil – Post-Primary schools</b>		
<b>Grant Rates</b>	<b>Mainstream</b>	<b>Special Classes</b>
<b>Combined Cleaning and PPE Grant Rates - Term 2 22/23</b>		
Combined Cleaning and PPE Rate	€35.00	€109.33
<b>Enhanced Cleaning and PPE Grant Rates previously paid for Term 2 21/22</b>		
Enhanced Cleaning	€11.00	€13.33
PPE	€24.00	€96.00
<b>Note:</b> Grants paid to schools with an enrolment of equal to or less than 200 pupils are based on a minimum enrolment of 200 pupils.		

Illustrative examples of the value of these grants payable for schools of various sizes are provided at Appendix A.

All Covid-19 Capitation related grants are to be used for the purpose as previously outlined in Circulars 0045 and 0046/2020 also available on the Department's website at the links provided below.

<https://www.gov.ie/en/circular/66480-covid-19-operational-supports-for-the-full-return-to-school/>

<https://www.gov.ie/en/circular/da0cd-covid-19-operational-supports-for-the-full-return-to-school-post-primary/>

Schools may utilise funding provided across the range of grants to ensure adequate cash flow at certain times.

Income and expenditure must continue to be recorded in school accounts and attributed to the relevant grants as appropriate. The ETB Head Offices have been informed separately on how to record their income and expenditure.

Schools are again reminded to ensure that stocks are managed and procured appropriately to avoid any overstocking of supplies. This is to ensure value for money is being achieved and to avoid wastage.

As previously advised, any unspent Covid-19 Capitation related funding must be returned to the Department's bank account by electronic funds transfer. The deadline for return of funding relating to the 21/22 school year was 30th September 2022. However, any school that has not yet returned any unspent funds should arrange to do so as soon as possible. One lodgement covering all grants (Enhanced Cleaning, PPE and Enhanced Supervision as appropriate) should be made. Please note that the deadline for return of funding relating to the 22/23 school year is 30th September 2023.

Details of the funds being returned should be emailed to the Department by schools, except those in the ETB Sector.

ETBs will also be required to return any unspent funds for their schools to the Department's bank account. ETB Financial and Administrative Personnel Section will be in further contact with each ETB Head Office with additional information on the arrangements for the ETB sector.

Further details in relation to the arrangements for the return of unspent funds for the 21/22 and 22/23 school years are included at Appendix B.

For further queries please contact the Department by email at [covid19\\_alert@education.gov.ie](mailto:covid19_alert@education.gov.ie) or by phone at 057 9324461.

Thank you once again for your continued commitment to implementing these arrangements to protect staff, students, parents and visitors.

Yours faithfully

Deirdre Shanley  
Assistant Secretary  
March 2023

**Appendix A** - Illustrative examples of the value of the Combined Cleaning and PPE grant payable for schools of various sizes.

<b>Primary Schools</b>	
<b>Value of Covid-19 Capitation Grants - Mainstream Rate - Term 2 22/23 School year</b>	
<b>Pupil Enrolment</b>	<b>Combined Cleaning and PPE</b>
Up to 60	€2,160
100	€3,600
200	€7,200
400	€14,400
600	€21,600

<b>Primary Special Schools</b>	
<b>Value of Covid-19 Capitation Grants – Enhanced Rate - Term 2 22/23 School year</b>	
<b>No of Teachers</b>	<b>Combined Cleaning and PPE</b>
1	€5,140
2	€5,312
3	€8,224
4	€11,137
5	€14,050
6	€16,877
7	€19,533
8	€22,103
9	€23,302
10	€26,129
11	€28,956
12	€31,784
13	€34,611
14	€37,438
15	€40,265
16	€43,092

<b>Post-Primary Schools</b>	
<b>Value of Covid-19 Capitation Grants - Mainstream Rate - Term 2 22/23 School year</b>	
<b>Pupil Enrolment</b>	<b>Combined Cleaning and PPE</b>
Up to 200	€7,000
400	€14,000
600	€21,000
800	€28,000
1,600	€56,000

## Appendix B

Arrangements for the return of unspent funds for the 21/22 school year and the 22/23 school year.

To be retained for use if returning unspent Covid-19 capitation related grants to the Department of Education.

<b>Covid Refunds</b> <b>Details for use by Primary (except Community National Schools), Voluntary Secondary, Community and Comprehensive schools</b>		
<b>Department Bank Account details</b>	<b>Branch Name</b>	Danske Bank, 3 Harbourmaster Place, IFSC, Dublin 1, D01 K8F1
	<b>Account Name</b>	PMG Gen Remittance
	<b>Account Number</b>	10001155
	<b>Sort Code</b>	95-15-99
	<b>BIC</b>	DABAIE2D
	<b>IBAN</b>	IE16 DABA 9515 9910 0011 55
<b>Message/Legend to be used for the account to which the payment is being lodged</b>	COVIDREFUND2122 immediately followed by School Roll No. e.g. COVIDREFUND212231245A or COVIDREFUND2223 immediately followed by School Roll No. e.g. COVIDREFUND222331245A	
<b>Email address to which details of funds being returned should be sent</b>	covidrefundsdf@education.gov.ie	
<b>Details for inclusion in the email</b>	a)Subject line - School Roll Number followed by COVIDREFUND2122 or COVIDREFUND2223 b)Total amount being returned c)Name and Phone number for contact purposes	

**Covid Refunds**  
**Details for use by Education And Training Boards**

<b>Department Bank Account details</b>	<b>Branch Name</b>	Danske Bank, 3 Harbourmaster Place, IFSC, Dublin 1, D01 K8F1
	<b>Account Name</b>	PMG Gen Remittance
	<b>Account Number</b>	10001155
	<b>Sort Code</b>	95-15-99
	<b>BIC</b>	DABAIE2D
	<b>IBAN</b>	IE16 DABA 9515 9910 0011 55
<b>Message/Legend to be used for the account to which the payment is being lodged</b>	<p>COVIDREFUND2122 immediately followed by the initials of the relevant ETB e.g. COVIDREFUND2122CMETB, COVIDREFUND2122MSLETB</p> <p>Or</p> <p>COVIDREFUND2223 immediately followed by the initials of the relevant ETB e.g. COVIDREFUND2223CMETB, COVIDREFUND2223MSLETB</p>	
<b>Email address to which details of funds being returned should be sent</b>	financialetb@education.gov.ie	
<b>Details for inclusion in the email</b>	ETB Financial and Administrative Personnel Section will be in further contact with each ETB Head Office with additional information on the arrangements for the ETB sector.	