



Home-based summer programme for students with complex special educational needs

4 June 2021

Dear Principal,

The purpose of this letter is to set out the arrangements for the home-based summer programme for students with complex special educational needs.

It is accepted that school-based programmes provide a more holistic experience for the students and help retain the important connection with school and peers.

The Department is conscious that many principals and boards of management are currently liaising with teachers, SNAs and parents in considering if they can run a school based programme this year.

The Department recognises that not all schools will be in a position to provide a school-based programme.

For this reason, the Department will continue to provide a home-based summer programme to support the education or care needs of students with complex needs during the summer break period where their school is not providing a school-based programme.

This home-based summer programme provides 10 hours per week for 4 weeks of home based support.

Please bring the programme to the attention of parents of eligible students and school staff.

Where parents wish to participate in the scheme, please complete Part 1 of the attached **Grant Claim Form** and provide it to the parents.

Please advise parents that Parts 2 and 3 of this form must be completed before the programme commences. The remainder of the form can be completed as the programme is delivered by the tutor or SNA.

Purpose of the Programme

The programme aims are to support students to continue their engagement with education, to build their confidence and increase their motivation, promote wellbeing and for some who are at key transition stages, help them to progress onto their



planned further educational placement or adult service next September as appropriate.

Support available under the Home based summer programme

Similar to the supplementary scheme earlier in the year, parents can engage either a teacher or an SNA in a private arrangement.

A maximum of 10 hours per week home-based supports will be available to eligible pupils for use during any 4 weeks during the summer holidays. The weeks do not have to run consecutively.

Teachers and SNAs will be paid for this additional work on 28th October 2021. Payment will be made through the Department's NTS payroll.

Eligibility

Where students with complex educational needs cannot access a school based summer programme, they will be eligible for the home based programme.

The following categories of pupils are considered as pupils with complex needs for the 2021 Home Based Summer programme:

- All students in special classes and special schools
- Students in mainstream classes who are accessing the highest level of the continuum of support (Student Support Plus/for a few). This includes students with Autism, Down syndrome, sensory impairments, and other disabilities who were identified for the supplementary programme earlier this year.

Supports Provided by Teachers or SNAs

Teachers participating in the scheme must be registered and vetted with the Teaching Council of Ireland.

SNAs participating in the scheme must be employed by a school (full, parttime or temporary basis) and have been vetted

The attached programme overview for Parents and Teachers/SNAs available at www.gov.ie/summerprovision contains further information about the scheme.



Child Protection Procedures

Please advise parents/guardians of eligible pupils, that in line with well-established Child Protection Procedures, the Statutory Declaration (Appendix 1) of the attached Grant Claim Form and the Form of Undertaking (Appendix 2) of the Grant Claim Form must be completed **prior** to the commencement of any tuition/care support. A statutory declaration signed by the relevant authority in 2020 remains valid until the end of 2021.

The Teacher/SNAs vetting disclosure must be provided directly to the parent/guardian by the Teacher/SNA.

Assisting Parents in sourcing a Teacher/SNA

Where a school decides not to offer a summer programme, the school should make every effort to support parents in securing the services of a teacher or an SNA known to the school.

School principals are asked to contact their teachers and SNAs in order to ascertain their availability to provide support to pupils with complex needs under the scheme. Having examined the applications for support and matched them with the available teachers and SNAs, principals should then inform the parent of the named teacher or SNA who will deliver the support.

Potential Staff to provide in-home support	
Teachers	SNAs
The child's classroom teacher	An SNA that works in the child's class
The school SET	An SNA that has worked with the child
Any other teacher in the school	Any other SNA in the school
Teachers on the schools substitute list	Any other SNA on the schools substitute list
Recently retired teachers	Recently retired SNAs

Where the number of available school staff is not sufficient to cover the number of applications for support under the programme, it is requested that schools provide information on other teachers and SNAs who are known to them who might be in a position to assist the family.

Where it is not possible to link a parent with a teacher or an SNA, parents will need to source a teachers and/or SNAs from outside of their school. Schools can help in this regard by guiding the parent to the Summer Provision Noticeboard created by the IPPN where they will find information on available teachers/SNAs for the area concerned. You can view this noticeboard on www.educationposts.ie.

The NCSE also provides information on how to source a Teacher or SNA on its [website](#).



Further information

If you have any questions about participating in the school based summer programme or the supports available, please visit the summer programme website <http://www.gov.ie/summerprovision/>; email schoolsummerprogramme@education.gov.ie or call 090 648 4292 with specific queries.

Queries specific to the home-based programme may be sent to homebasedsummerprogram@education.gov.ie

Your co-operation and support for the 2021 summer programmes would be appreciated.

Yours faithfully

Martina Mannion

Assistant Secretary