

Payment Policy

Principles:

Realt Na Mara Pre-School and After-School Club and After-School Club has a set price list in place at what we consider being reasonable priced for the high level of care and education we give to each individual child.

Policy Statement of Intent:

For the smooth running of Realt Na Mara Pre-School and After-School Club it is important that fees are paid and that they are paid on time.

Procedures:

- All prices are based on full places, however in the case of the After School Room, we will do our best to accommodate part time or job share requirements. In addition, the school sometimes schedules half days for staff meetings. These half days can be accommodated at the rate indicated above.
- Fees are paid weekly in advance with an additional one week booking fee taken at the time of booking your child's place. (Non-Refundable).
- Realt na Mara reserve the right to refuse entry to a child who has fallen behind in fees of two weeks or more.
- On booking, you are contracting to pay for the number of days that you have booked for your child to attend. There will be no deviation from the number of days booked without two weeks written notice from you to the Preschool Leader Rosaleen Hale.
- Children in Preschool who qualify for the free preschool year are not required to make any payment to the service.
- We offer a discount of 10% to the second and third siblings of a family on full fee-paying places only. Unfortunately, we regret we cannot offer this facility to families availing of places for part of the week.
- **Closures, holidays and absences:** Fees are charged for the full school year including Bank Holidays except for the following breaks: October midterm, Christmas, February midterm and Easter. Fees are charged if your child is out sick or absent.
- All fees are to be paid before or on the Monday of Every Week or on the 1st of the Month if you wish to pay monthly.
- We would prefer if all parents paid for fees through our Direct Debit system, however if this does not suit all parents they can pay by either cheque or cash.
- On payment parents will be issued with a receipt if requested.
- Payments should only be given directly to the Preschool or After School Leader.
- Please **DO NOT** leave cheques or cash in your child's or bags.
- Realt Na Mara Pre-School and After-School Club review the fees on an annual basis each September.
- **Fees for service during extreme weather events**
 - As per our registration form it is regretted that we cannot make allowance for days/weeks lost due to extreme weather events forcing closure. Fees will be required to be paid as usual on the first Monday of the week. The only exception to this rule will be if the Government step in with a rescue package for a National Emergency response to an emergency situation.

Fee Structure:

Rates:

Room	Hours	Weekly
Breakfast Club Full with Cereal toast Juice	8.00am to 8.50am	€30
Breakfast Club Half with Cereal toast Juice	8.20am to 8.50am	€20
Breakfast Club Half with no breakfast	8.20am to 8.50am	€25
Pre-school Non ECCE Child	9.00am to 12.00pm	€70 – 5days €54- 4days €41 – 3days €27 – 2 days €15 – 1 day
Link Hour	1.30pm – 2.30pm	€25
After School Senior 1 hour rate (includes Snack)	2.30pm – 3.30pm	€30
After school Room From 1.30pm	1.30pm to 6.00pm	€72.50
After school Room From 2.30pm	2.30pm to 6.00pm	€65
Ad Hoc School Half Days	12.00pm to 1.30pm	€10 per day
ADDITIONAL FEE	12.00 -12.10pm	€5 - €1 per day
	12.00 – 12.20pm	€10.30 - €2.06 per day
	12.00 – 12.30pm	€17.50 -€3.50 day

Payment types

We accept Standing Orders, Cash and Cheque payments.

Links to Aistear-

- WB, A 1 LG 1-6. A 2 LG 1-6, A3 LG 1-6, A4 LG 1-6
- IB, A 1 LG 1-6. A 2 LG 1-6, A3 LG 1-6, A4 LG 1-6
- C, A 1 LG 1-6. A 2 LG 1-6, A3 LG 1-6, A4 LG 1-6
- ET, A 1 LG 1-6. A 2 LG 1-6, A3 LG 1-6, A4 LG 1-6

Links to Siolta

Siolta Principles and Standards are linked as follows: Standards listed = 3-5, 15. Principles listed = 3, 4, 9

Schemes Policy

Policy Intent

From time-to-time new schemes arise that allow Realt na Mara Preschool and Afterschool Club to offer a higher level of care and education to our children through financial or other resources offered from Government. It is a firm belief of Realt na Mara Preschool and Afterschool Club that each child should be allowed to reach their full potential and we endeavour to assist them in whatever opportunities are afforded to us through National Schemes on offer.

Realt na Mara Preschool and Afterschool Club has signed contracts to engage in the following schemes rolled out by the Department of Children and Youth Affairs (DCYA) and administered by POBAL.

- ECCE
- National Childcare Scheme
- AIM Better Start
- Partner Services

The service is participating in these schemes to ensure the most cost-effective delivery of Childcare and Early Years services for our parents. The Aim Better Start Programme will allow children to access a higher level of service for the children who need additional resources to ensure they have access to a fully rounded early years development programme and do not have accessibility issues.

Realt na Mara Preschool and Afterschool Club will adhere to all conditions as laid out in the contract agreements for each scheme. We will join other schemes that allow benefit to parents and staff that are allocated through DCYA and Revenue.

Realt na Mara Preschool and Afterschool Club will ensure that all contracts and advice in relation to these schemes is adhered to and new policy and procedure that arise as a result of implementing these schemes will be developed as a staff team.

Links with other Policies:

- Confidentiality Policy

Links to Siolta

Siolta Principles and Standards are linked as follows

Standards listed 1 - 16

Principles listed 1 – 12