

TRANSFER FORM

To transfer an ECCE payment for a child moving from one facility to another for the next term please note:

- The existing service, the parent and the new service must complete their parts of this form.
- The existing service must complete Part A where a child is leaving their service for another one. If a service refuses to do so, the parent is advised to contact their City/County Childcare Committee.
- The completed form must be sent to Childcare Directorate 3 weeks before the end of the preceding term as term payments are made in advance.
- A copy of the child's birth certificate and proof of child's PPSN must be sent with this form.
- Transfers cannot be paid where a child is moving from the 38 week model to the 50 week model.
- Parents should note that the transfer payment will only commence from the start of the new term and any service provided between terms at the new service must be paid for by the parent.
- The ONLY case where a capitation will be withdrawn from a service mid-term (i.e. following payment) is where a child is expelled (or suspended for more than one week).

(NB For 38/41 week services, the three terms are the September Term, the January Term, and the April Term. 50 week services also have a July Term).

Part A – To be completed by the original service

I, _____ (BLOCK CAPITALS), staff member at _____ Pre-school (ECCE Ref. _____) where _____ (Child's Full Name) started on _____ and has been attending the ECCE Programme for _____ days on the _____ (38/41/50) model, have been informed that s/he will not be attending this service from _____, and understand that no further capitation will be paid by the OMCYA to this service in respect of this child. Please state the number of ECCE weeks until the end of term that the service will have been contracted for _____. If the child was attending under the 50 week model was it for 2 hours 15 minutes a day or 3 hours 45 minutes over 3 or more days? (Please delete as appropriate)

Signed _____ Date _____

Part B – To be completed by the Parent

I _____ (Full Name BLOCK CAPITALS), parent of _____, whose PPS Number is _____, apply for his/her ECCE capitation to be allocated to _____ pre-school, effective from the _____ (Jan/Apr/Jul) term. I declare that this child has not been supported under the Community Childcare Subvention Scheme (CCSS) in 2010.

Signed _____ Date _____

Part C – To be completed by the new service

I, _____ (BLOCK CAPITALS), manager at _____ pre-school (ECCE Ref. _____), have allocated _____ days per week ECCE place under the _____ (38/41/50) model to the above child from the start of the _____ (Jan/Apr/Jul) term. If the child will be attending under the 50 week model will it be for 2 hours 15 minutes a day or 3 hours 45 minutes over 3 or more days? (Please delete as appropriate)

Signed _____ Date _____

FOIRM AISTRIÚCHÁIN

Chun íocaíocht ECCE a aistriú le haghaidh linbh atá ag bogadh ó áis amháin go háis eile le haghaidh an chéad téarma eile tabhair faoi deara:

- Ní mór don tseirbhís reatha, don tuismitheoir agus don tseirbhís nua a gcodanna féin den fhoirm a chomhlánú.
- Ní mór don tseirbhís reatha Cuid A a chomhlánú sa chás go bhfuil leanbh ag fágáil a seirbhíse le freastal ar cheann eile. Má dhiúltaíonn seirbhís é sin a dhéanamh, moltar don tuismitheoir dul i dteagmháil lena C(h)oiste Cúram Leanaí Cathrach/Contae.
- Ní mór an fhoirm chomhlánaithe a sheoladh chuig an Stiúrthóireacht Cúram Leanaí 3 sheachtain roimh dheireadh an téarma roimhe toisc go ndéantar íocaíochtaí téarma roimh ré.
- Ní mór cóip de theastas breithe an linbh agus cruthúnas faoi uimhir PSP an linbh a sheoladh leis an bhfoirm seo.
- Ní féidir íoc as aistrithe áit a bhfuil an leanbh ag bogadh ón tsamhail 38 seachtaine chuig an tsamhail 50 seachtaine.
- Ba cheart do thuismitheoirí a thabhairt faoi deara nach dtosóidh an íocaíocht aistrithe go dtí tús an téarma nua agus nach mór don tuismitheoir íoc as aon seirbhís a chuirtear ar fáil sa tseirbhís nua idir téarmaí.
- Is é an t-aon chás AMHÁIN ina ndéantar caipitíocht a tharraingt siar ó sheirbhís i lár téarma (.i. i ndiaidh na híocaíochta) ná nuair a dhéantar leanbh a dhíbirt (nó a chur ar fionraí ar feadh níos mó ná seachtain amháin).

(Tabhair faoi deara: i gcás seirbhísí 38/41 seachtaine is iad an trí théarma ná Téarma Mheán Fómhair, Téarma Eanáir agus Téarma an Aibreáin. Bíonn téarma an Iúil ag seirbhísí 50 seachtaine anuas orthu sin).

Cuid A – Le comhlánú ag an tseirbhís bhunaidh

Cuireadh in iúl domsa, _____ (BLOCLITREACHA), ball foirne ag réamhscoil _____ (Tag.ECCE _____) áit ar thosaigh _____ (Ainm Iomlán an Linbh) ar _____ agus a raibh sé/sí ag freastal ar an gClár ECCE ar feadh _____ lá faoin tsamhail _____ (38/41/50), nach mbeidh sé/sí ag freastal ar an tseirbhís seo ón _____, agus tuigim nach n-íocfaidh OALGÓ aon chaipitíocht bhreise leis an tseirbhís i leith an linbh seo. Scríobh líon na seachtainí ECCE go dtí deireadh an téarma a mbeidh an tseirbhís ar conradh lena aghaidh _____. Má tá an leanbh ag freastal faoin tsamhail 50 seachtaine an raibh sé/sí ag freastal ar feadh 2 uair 15 nóiméad in aghaidh an lae nó ar feadh 3 huair 45 nóiméad thar 3 lá nó níos mó? (Scríos mar is cuí)

Sínithe _____ Dáta _____

Cuid B – Le comhlánú ag an Tuismitheoir

Déanaimse _____ (Ainm Iomlán BLOCLITREACHA), tuismitheoir _____, a bhfuil an Uimhir PSP _____ aige/aici, iarratas go ndéanfar a c(h)aipitíocht ECCE a leithdháileadh ar réamhscoil _____, le héifeacht ón téarma _____ (Eanáir/Aibreán/Iúil). Dearbhaímse nach bhfaighidh an leanbh seo tacaíocht faoin Scéim Fóirdheontas um Chúram Leanaí Pobail (CCSS) in 2010.

Sínithe _____ Dáta _____

Cuid C – Le comhlánú ag an tseirbhís nua

Chuir mise, _____ (BLOCLITREACHA), bainisteoir ag réamhscoil _____ (Tag.ECCE _____), spás ECCE _____ lá in aghaidh na seachtaine faoin tsamhail (38/41/50) ar fáil don leanbh thuasluaite ó thús an téarma (Eanáir/Aibreán/Iúil). I gcás go mbeidh do leanbh ag freastal faoin tsamhail 50 seachtaine an mbeidh sé/sí ag freastal ar feadh 2 uair 15 nóiméad in aghaidh an lae nó 3 huair 45 nóiméad thar 3 lá nó níos mó? (Scríos mar is cuí)

Sínithe _____ Dáta _____