

Parent Statement for Partner Services

1. Welcome to our Partner Service

Busy Bees Childcare Hive Ltd., 207 Lower Kilmacud Road, Stillorgan, Dublin, A94 W8C5, is a Partner Service, working together with the Department of Children, Equality, Disability, Integration and Youth, and parents to deliver high quality, affordable, inclusive Early Learning and Care (ELC) and/or School Age Childcare (SAC) services for children. As part of that partnership, this statement outlines some of the important things you can expect from us, a Partner Service.

1.1 About Us

Here are some of the basic things to know about us:

A typical week for us is 8am to 6pm Monday to Friday for 48 weeks per year.

At Busy Bees Childcare we offer the following services to children and their families:

<input checked="" type="checkbox"/>	Sessional pre-school under the ECCE (Free Pre-school)
<input checked="" type="checkbox"/>	Full day Care/part time care for Early Learning & Care (ELC)
<input checked="" type="checkbox"/>	Term Time School Age Childcare
<input checked="" type="checkbox"/>	Out of term School Age Childcare

[Choose all that apply]

2. Early Childhood Care and Education Programme (ECCE), Access and Inclusion Model (AIM) and National Childcare Scheme (NCS).

This Partner Service is in contract to deliver the:

<input checked="" type="checkbox"/>	National Childcare Scheme (NCS)
<input checked="" type="checkbox"/>	Early Childhood Care and Education (ECCE) programme
<input type="checkbox"/>	Community Childcare Subvention Scheme Plus (CCSP)

Early Childhood Care and Education Programme (ECCE):

ECCE provides for 15 hours per week of preschool provision over 38 weeks per year before children start primary school at no charge to parents.

Busy Bees Childcare will support you in registering your child for the ECCE programme in our service if your child meets the eligibility criteria. Further information about ECCE is available here - <https://www.gov.ie/en/publication/2459ee-early-childhood-care-and-education-programme-ecce/>

Access and Inclusion Model (AIM):

The goal of AIM is to create a more inclusive environment in pre-schools, so all children, regardless of ability, can benefit from quality early learning and care. The model achieves this by providing universal supports to pre-school settings, and targeted supports, which focus on the needs of the individual child, without requiring a diagnosis of disability.

Further information about AIM is available here - <https://aim.gov.ie/>

Optional:

This service also has an Inclusion Coordinator, Rachel Wallace who has a special qualification focused on supporting the inclusion of all children in the service.

National Childcare Scheme (NCS)

NCS provides subsidies to parents to offset the costs of ELC and SAC. There are three types of NCS subsidies which are all available for children up to the age of 15.

This service welcomes children who are entitled to any category of NCS subsidy. Further information about the NCS is available here - <https://www.ncs.gov.ie/en/> or contact the NCS Parent Support Centre on 01 906 8530 (Monday to Friday from 9am to 5pm).

Busy Bees Childcare will support you in applying for support under the NCS for your family.

3. Fees Policies

As a Partner Service, we operate a Fees Policy that is transparent and understandable to all of our parents, the objective of which is to prevent any and all misunderstandings where possible. Please do not hesitate to contact Busy Bees Childcare who will provide additional clarification as required.

3.1	<input checked="" type="checkbox"/>	a) Facilities that were in existence in September 2021 As a Partner Service, we are committed to operating the 'fee freeze' for Programme Year 2022/2023. This means that we will not charge our parents more for the same service than what we were charging in September 2021.
	<input type="checkbox"/>	b) Facilities that have been established since September 2021 As a Partner Service, we are committed to operating the 'fee freeze' for Programme Year 2022/2023. This means that we will not increase our fees during this year.

3.2 Donations - We will not request or accept any donations, voluntary or otherwise from parents/guardians, in respect of the ELC/SAC services being provided.

3.3 Deposits - We will not charge any non-refundable deposits to parents/guardians in the respect of their ELC/SAC service where the parent/guardian takes up the service for which the deposit was paid.

3.4 In order that you can understand what this fee freeze means for you, we have outlined our fees and associated fees policy below.

This Fees Policy will be published widely.

a) The fee policy we are going to implement for year 2022/2023 is the same as the fee policy that we had in place on September 30th 2021.

3.5.1 Our Fees Policy applicable on September 30th 2021 was as follows:

ECCE Contract Only Fee Policy

Here at *Insert service name* we offer the ECCE programme to all eligible children. ECCE is free to all eligible children.

Additional information about the ECCE Programme Rules are available here -

<https://www.gov.ie/en/publication/2459ee-early-childhood-care-and-education-programme-ecce/>

SECTION A: ECCE ONLY SERVICES OFFERED

Session Type Name	Session Type	Number of Hours per day	Number of days per week	Number of hours per week	Session Start time	Session Finish Time	ECCE – 3 Free Hours (€)	Full Fee – Non-ECCE Eligible Children (€)
				0.00			€0.00	€0.00
				0.00			€0.00	€0.00
				0.00				
				0.00				
				0.00				
				0.00				

FEE POLICY TABLE FOR ALL SERVICES EXCLUDING ECCE ONLY

Session Type Name	Age Range	ECCE Available for ECCE eligible children?	Meals Included?	Additional Info	Number of Hrs per day	Number of days per week	Number of Hrs per week	Session Start time	Session Finish Time	Fee (less ECCE 3 Free Hrs) (€)	Fee less NCS Universal Subsidy (€)	Full Fee (€)
Breakfast Club	0-1 Yr <input type="checkbox"/> 1-2 Yrs <input type="checkbox"/> 2-3 Yrs <input type="checkbox"/> 3-6 Yrs <input checked="" type="checkbox"/> 4-15 Yrs <input checked="" type="checkbox"/>	No	Yes		1.00	5.00	5.00	08.00	09.00	€37.33	€34.83	€37.33
Full Day Care	0-1 Yr <input checked="" type="checkbox"/> 1-2 Yrs <input checked="" type="checkbox"/> 2-3 Yrs <input checked="" type="checkbox"/> 3-6 Yrs <input checked="" type="checkbox"/> 4-15 Yrs <input checked="" type="checkbox"/>	Yes	Yes		10.00	5.00	50.00	08.00	18.00	€255.50	€297.50	€320.00
Montessori Sessional	0-1 Yr <input type="checkbox"/> 1-2 Yrs <input type="checkbox"/> 2-3 Yrs <input type="checkbox"/> 3-6 Yrs <input checked="" type="checkbox"/> 4-15 Yrs <input type="checkbox"/>	Yes	Yes		3.50	5.00	17.50	09.00	12.30	€67.08	€131.58	€131.58
AfterMontessori & AfterSchool	0-1 Yr <input type="checkbox"/> 1-2 Yrs <input type="checkbox"/> 2-3 Yrs <input type="checkbox"/> 3-6 Yrs <input checked="" type="checkbox"/> 4-15 Yrs <input checked="" type="checkbox"/>	No	Yes		5.50	5.00	27.50	12.30	18.00	€186.64	€171.64	€186.64
ECCE Only	0-1 Yr <input type="checkbox"/> 1-2 Yrs <input type="checkbox"/> 2-3 Yrs <input type="checkbox"/> 3-6 Yrs <input checked="" type="checkbox"/> 4-15 Yrs <input type="checkbox"/>	Yes	No		3.00	5.00	15.00	09.00	12.00	€0.00	€64.50	€64.50
Full Day Care (Out of Term)	0-1 Yr <input type="checkbox"/> 1-2 Yrs <input type="checkbox"/> 2-3 Yrs <input type="checkbox"/> 3-6 Yrs <input checked="" type="checkbox"/> 4-15 Yrs <input checked="" type="checkbox"/>	No	Yes		10.00	5.00	50.00	08.00	18.00	€320.00	€297.50	€320.00
	0-1 Yr <input type="checkbox"/> 1-2 Yrs <input type="checkbox"/> 2-3 Yrs <input type="checkbox"/> 3-6 Yrs <input checked="" type="checkbox"/> 4-15 Yrs <input checked="" type="checkbox"/>	Choose...	Choose...				0.00					
	0-1 Yr <input type="checkbox"/> 1-2 Yrs <input type="checkbox"/> 2-3 Yrs <input type="checkbox"/> 3-6 Yrs <input type="checkbox"/> 4-15 Yrs <input type="checkbox"/>	Choose...	Choose...				0.00					

**The NCS Universal subsidy provides 50c per hour towards the cost of a registered childcare place for a maximum of 45 hours per week. For a parent that chooses to avail of fewer than 45 hours of childcare, the subsidy will only be payable in respect of these agreed fewer hours.*

SECTION B - FEES EXTRAS: DEPOSIT / DISCOUNT / OPTIONAL EXTRAS* / ADDITIONAL SERVICES*

Type	Description	Additional Details/Conditions
Deposits	We require a deposit of €675 to secure a full time place	This deposit is refundable upon finishing with us providing 2 months' written notice was received and all fees have been paid. This deposit is non-refundable if a new place is cancelled 6 months before the start date.
Deposits	We require a deposit of €350 to secure a Montessori Sessional place	This deposit is refundable upon finishing with us providing 2 months' written notice was received and all fees have been paid. This deposit is non-refundable if a new place is cancelled 6 months before the start date.
Deposits	We require a deposit of €500 to secure an Afterschool place	This deposit is refundable upon finishing with us providing the place was taken up for the entirety of the contract - a full academic year (the beginning of September to the end of June) - and all fees have been paid. If the place is relinquished any time from signing your enrolment form and paying the deposit to the end of the contract - the end of June - the deposit is non-refundable.
Deposits	We require a deposit of €258 for our ECCE only service	This deposit will be returned by the end of October once your child is registered on the HIVE.
Optional Extras	Full day (8am - 6pm) is €75 per day	By prior arrangement only.
Optional Extras	Half day (8am - 12.30pm or 12.30 - 6pm) is €40 per day	By prior arrangement only.
Optional Extras	Extra hours are €12 per hour or part there of	By prior arrangement only.
Administration Fee	We require an administration fee of €75 for every new child securing a place with us	This administration fee is non-refundable.

* These are entirely optional to parents

Discount	5% discount for a second sibling when both siblings are attending full time	Only available to those previously receiving this discount before September 30th, 2021.
Additional Services	Rainy Day Collection for Afterschool children from St. Laurence's school is €5 per day	This is invoiced seperately at the end of each term.
Choose an item.		

Section C - Other Additional Information

Fees are payable throughout the year regardless of attendance, absence or holidays.

Extra attendance must be agreed in advance and will be invoiced separately.

Afterschool booking deposits are non-refundable if a place is relinquished any time from signing the enrolment form and paying the deposit to the end of the academic year (end of June) for which the place is booked.

2 months' written notice is required to change childcare arrangements following approval by management and fees are applicable for these 2 months. Written notice cannot be given during our closure periods and will only be recognised as being received from the date we re-open.

Fees are due on the 1st of every month. Fees can be paid by standing order through your bank.

3.5.2 (a) The changes to our Fees Policy as applicable on September 30th 2021 are as follows:

The following **new Service Types ARE available:**

Session Type Name	Age Range	ECCE Available for ECCE eligible children?	Meals Included?	Additional Info	Number of Hrs per day	Number of days per week	Number of Hrs per week	Session Start time	Session Finish Time	Fee (less ECCE 3 Free Hrs) (€)	Fee less NCS Universal Subsidy (€)	Full Fee (€)
	Choose an item.	Choose...	Choose...				0.00					
	Choose an item.	Choose...	Choose...				0.00					
	Choose an item.	Choose...	Choose...				0.00					
	Choose an item.	Choose...	Choose...				0.00					
	Choose an item.	Choose...	Choose...				0.00					
	Choose an item.	Choose...	Choose...				0.00					

3.5.2 (b) The following Service Types are NO LONGER available:

Session Type Name	Age Range	ECCE Available for ECCE eligible children?	Meals Included?	Additional Info	Number of Hrs per day	Number of days per week	Number of Hrs per week	Session Start time	Session Finish Time	Fee (less ECCE 3 Free Hrs) (€)	Fee less NCS Universal Subsidy (€)	Full Fee (€)
	Choose an item.	Choose...	Choose...				0.00					
	Choose an item.	Choose...	Choose...				0.00					
	Choose an item.	Choose...	Choose...				0.00					
	Choose an item.	Choose...	Choose...				0.00					

4. Quality measures

As a Partner Service, we are committed to delivering quality for children and families. There are number of ways we can show this.

4.1 Our staff have the following qualifications:

Room/Session	Qualification
Baby Room	1 QQI Level 5, 1 QQI Level 8
Wobbler Room	1 QQI Level 8, 1 QQI Level 8
Toddler Room	1 QQI Level 8, 1 QQI Level 6
Playgroup Room	2 QQI Level 5, 2 QQI Level 8
Junior Montessori Room	2 QQI Level 8, 1 QQI Level 6
Senior Montessori Room	2 QQI Level 8, 1 SNA
Afterschool Room	1 QQI Level 6, 1 SNA
Management Team	1 QQI Level 9, 1 QQI Level 8, 2 QQI Level 6
	All of the above information is subject to change as staff move rooms and new staff join our team.

4.2

✓	We are actively working to implement our Quality Action Plan and we will report on progress at the end of the year
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