



In-Person Supplementary Programme

To Support the Education and Care
Needs of Pupils with Complex Needs
during School Closure



What is it?

The scheme is a temporary measure during this period of school closures to support pupils who have been identified by their school as having additional or complex needs.

The scheme is intended to reduce the impact of school closures on the lives and wellbeing of pupils with complex needs, and their families, and to support with the transition back to school.



Who is Eligible?

- All children in Holly, Hawthorn and Birch Classes
- Pupils in mainstream classes who are accessing the highest level of support, i.e. School Support Plus. This includes pupils with ASD, Down Syndrome, sensory impairments and other disabilities who were identified for the Summer Provision Programme 2020.
- Pupils identified by the school to be presenting with exceptional needs due to the current school closures

***If your child is eligible for the scheme, you will be contacted by the school**



What is included in the scheme?

- A maximum of 5 hours per week home-based tuition or care support for a 4-week period
- Support is intended to **enhance** existing remote learning programmes and must be delivered outside of the normal school day and/or at the weekends
- The 4-week programme (20 hours) can be availed of any time from 11th February – 30th April
- The DES will facilitate parents in arranging for delivery of up to 20 unused hours of support during the Spring break
- Support must be provided on a 1:1 basis, except with siblings
- Support can be provided by a teacher or SNA



Aims of the Programme:

- To address continuity of learning
- To address and limit educational regression
- To support families and provide respite, where appropriate
- To support physical, social and emotional well-being
- To provide practical and technological skills to support communication with the school to promote engagement with existing remote-teaching programme



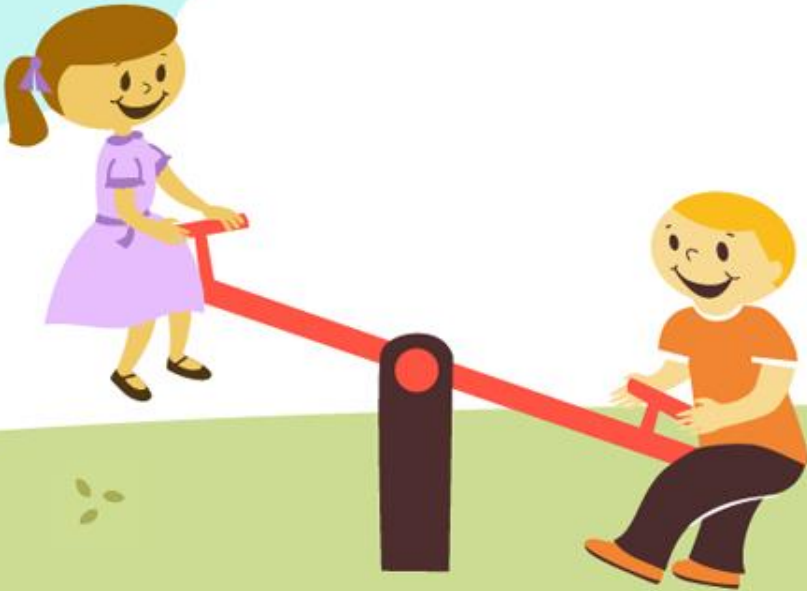
How do I find a suitable tutor?

- Schools will endeavor to support parents to find a suitable teacher or SNA known to the school to deliver the programme
- Please note: This scheme is being offered in addition to existing remote teaching programmes outside of normal school hours – it is voluntary for teachers/SNAs to participate.
- If a parent cannot source a tutor through their school, the NCSE has provided a list of websites which may be of assistance.
- Parents/guardians must ensure that home tutors have appropriate qualifications and up-to-date Garda vetting status
- Parents cannot support their own children under this scheme



NCSE list of useful websites:

Name of Organisation	Weblink
School Days	https://www.schooldays.ie/articles/Teachers-available-for-JulyProvision
July Provision	https://julyprovision.com/
Education Posts	https://www.educationposts.ie/
Gumtree	https://www.gumtree.ie/
Rollercoaster	https://rollercoaster.ie/community/education/
Home Tutors	https://hometutors.ie/special-needs/
Tutor Hub	https://www.tutorhub.ie/
Autism Services Ireland	www.autismservicesire@gmail.com
First Tutors	https://www.firsttutors.com/ireland/town/dublin/learning-disabilitiesgrinds.php



Child Protection

- ❖ As this tuition takes place outside of the school structure, parents should be mindful of safety issues involved in engaging a tutor in a private arrangement.
- ❖ Please be careful when the tutor is not familiar with your child or their complex needs – ensure the tutor is aware of your child’s needs prior to commencing the programme.
- ❖ Ask for a copy of the tutor’s Garda Vetting disclosure
- ❖ Ensure the tutor has a current Statutory Declaration signed by a relevant authority. A Statutory Declaration signed any time in 2020 is valid until the end of 2021.



Steps to be taken to avail of the scheme:

STEP 1: Eligibility – Schools will contact parents of eligible children and provide them with the Grant Claim form with PART 1 completed. This signed form is your sanction to participate in the scheme.

STEP 2: Support Provided by Teachers/SNAs; Child Protection Procedures

- Parents/Guardians complete PART 2 of form. Your selected teacher/SNA must complete the TEACHER/SNA details in PART 2 of the form.
- Complete Appendix 1 and 2 prior to commencement of the programme

STEP 3: Provision of tuition / care support and funding – The timetable of teaching / care support should be completed as it occurs. When the programme (20 hrs) is complete, parents complete the Declaration in Section 3 and return the fully-completed form to the DES.



How can I prepare for the scheme?

- Collaborate with the tutor to develop a learning plan for your child:
 - Provide them with your child's School Support Plan
 - Inform them of your child's strengths, needs and interests
 - Discuss transitions and routines
 - Discuss suitable activities and teaching approaches
- Prepare a space in your home where home tuition can take place – please be mindful of public health guidelines for prevention of the spread of COVID-19



Health and Safety

It is important to remember that we are still in the midst of a health pandemic.

The health and safety of you, your family and your tutor should continue to be prioritised.

Please continue to adhere to relevant public health advice to protect yourself and others against the risks posed by COVID-19.

If a member of your family or your tutor display any of the common symptoms of COVID-19, you should inform each other and your GP. In-home tuition should not proceed.



Reducing the risk of infection with COVID-19

- Hand hygiene – both tutor and pupil should regularly perform hand hygiene throughout tuition session
- Face coverings – tutor should wear a face covering where it is not possible to maintain 2m distance from the pupil or family members
- Respiratory hygiene – cover your nose and mouth with a tissue or bent elbow when coughing or sneezing. Follow up with hand hygiene.
- Avoid touching eyes, nose and mouth
- Cleaning – perform regular cleaning of work area and resources/equipment used

*****Remember! Use a pre-cautionary approach. Do not proceed with a tuition session if tutor, child or any family member has displayed any symptoms of COVID-19!*****



If the In-Person Supplementary Programme cannot be facilitated by you or your tutor:

The Department of Education acknowledges that it may not be possible for you or your tutor to engage with this scheme at this time due to factors relating to COVID-19.

If this is the case the following options are available to you:

- Operation of the scheme via distance learning
- Utilise In-Home Tuition at a later period
- For further information email: special_education@education.gov.ie

