

Financial Guideline P02 - 2017/2018

Reminder to Register with the Charities Regulator

The **Charities Regulator** is Ireland's national statutory regulatory agency for charitable organisations. Under the Charities Act 2009, all Primary Schools in Ireland are required to apply for registration with the Charities Regulator (CRA).

Primary Schools come within the terms of the Charities Act 2009, as they fall within the definition of an 'education body' in the Act and, as such, are legally required to apply for inclusion on the Register of Charities.

The Charities Regulator is working in partnership with the Department of Education and Skills to facilitate the registration of all Primary Schools in Ireland. This partnership will simplify the application process and limit the administrative burden on schools.

The FSSU encourages all schools to submit their application to the Charities Regulator as soon as possible if they have not yet done so. The application for registration is made via an on-line system, which is pre-populated with publicly available information obtained from the Department of Education and Skills.

A PIN email was issued by the Charities Regulator to the email address of all Primary Schools held by the Department of Education and Skills in March 2016. The email contains a PIN code necessary to create the charity account. In the event you did not receive this PIN, the school should submit a query through the Charities Regulator website requesting a reissuance of the PIN email. Please include the school roll number and email address for your Primary School when making this request.

The Charities Regulator has a dedicated customer service team to support you in completing your school's application for charitable status. The customer service team can be contacted by:

- Charities Regulator can be contacted via email at info@charitiesregulatoryauthority.ie
- Charities Regulator Helpline: (01) 633 1500 (available Monday – Friday from 1:00pm – 5:30pm).
- The Charities Regulator has prepared a "[User Guide – Primary Schools](#)" with some helpful information.

If you need any further information please email primary@fssu.ie or phone (01) 910 4020

Louise McNamara,
Director,
Financial Support Services Unit.
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Treoirlíne Airgeadais P02 - 2017/2018

Meabhrúchán le Clárú leis an Rialálaí Carthanas

Is é **an Rialálaí Carthanas** an ghníomhaireacht rialála reachtúil náisiúnta d'eagraíochtaí carthanachta in Éirinn. Éilítear leis an Acht Carthanas, 2009 ar gach bunscoil in Éirinn clárú leis an Rialálaí Carthanas.

Tagann bunscoileanna faoi théarmaí an Achta Carthanas, 2009 de bharr go dtagann faoin sainmhíniú a thugtar ar 'chomhlacht oideachais' san Acht agus, dá réir sin, éilítear orthu iarratas a dhéanamh le bheith ar Chlár na gCarthanas.

Tá an Rialálaí Carthanas ag obair as lámha a chéile leis an Roinn Oideachais agus Scileanna le héascaíocht a dhéanamh ar chlárú na mbunscoileanna uile in Éirinn. Beidh an próiseas déanta iarratais níos éasca mar gheall air sin agus fágann sé nach mbeidh ar scoileanna an oiread sin obair riaracháin a dhéanamh.

Molann an FSSU do gach uile scoil an t-iarratas a chur isteach chuig an Rialálaí Carthanas a luaithe is féidir mura bhfuil sé déanta cheana féin. Déantar an t-iarratas ar chlárúchán trí chóras ar líne agus tá roinnt mhaith eolais, atá ar fáil go poiblí ón Roinn Oideachais agus Scoileanna, líonta isteach san fhoirm cheana féin.

Sheol an Rialálaí Carthanas r-phost chuig an seoladh r-phoist a bhí ar taifead ag an Roinn Oideachais agus Scileanna do gach bunscoil amhail mí an Mhárta 2016. Tá cód PIN sa r-phost sin, a bheidh ag teastáil leis an gcuntas a chruthú don charthanas. Mura bhfuair do scoil an PIN sin, ba chóir ceist a chur chuig an Rialálaí Carthanas trína láithreán gréasáin agus cód PIN nua a lorg. Bíodh uimhir rolla agus seoladh r-phoist do bhunscoile luaite agat sa cheist sin.

Tá foireann ar leith ag an Rialálaí Carthanas a dhéanann plé le seirbhís do chustaiméirí agus beidh siadsan lánsásta cabhrú leat an t-iarratas a dhéanamh ar stádas carthanais thar ceann do scoile. Is féidir teagmháil a dhéanamh leis an bhfoireann seirbhíse do chustaiméirí ar na bealaí seo a leanas:

- Is féidir teagmháil a dhéanamh leis an Rialálaí Carthanas ach r-phost a chur chuig info@charitiesregulatoryauthority.ie
- Líne Chabhrach an Rialálaí Carthanas: (01) 633 1500 (ar oscailt ó Luan go hAoine, ó 1:00 i.n. – 5:30 i.n.)
- Tá "[Treoirleabhar – Bunscoileanna](#)" curtha le chéile ag an Rialálaí Carthanas agus tá roinnt eolais áisiúil ann.

Má bhíonn tuilleadh eolais uait, cuir r-phost chuig primary@fssu.ie nó cuir glao ar (01) 910 4020

Louise McNamara,
Stiúrthóir,
FSSU, Samhain 2017