

Financial Guideline 2022/2023 - 23

Voluntary Secondary Schools

Grants payable to Non-Fee Paying Voluntary Secondary Schools School year 2023/2024

The following grants are subject to changes as a result of changes in funding due to the changes outlined in [Circular 0036/2022](#) “Revision of Salaries and Annual Leave arrangements for School Secretaries employed in recognised primary and post primary schools”, or as a result of government budgetary changes. These changes have not yet been communicated by the Department of Education.

1. **Standard Capitation Grant: €316** per pupil. The grant is paid in three instalments based on current enrolment.

September 2023: €105.33 per pupil; January 2024: €105.33 per pupil; April 2024: €105.33 per pupil.

N.B. Where the school's enrolment increases or decreases, the September and January payments are calculated on 2022/2023 enrolment and the full adjustment for current year enrolment is applied to the April payment.

2. **DEIS Grant (DEIS Schools only):** Schools included in the School Support Programme under DEIS receive a grant which is based on the level of concentrated disadvantage in each school and the school's enrolment. Queries in relation to the DEIS grant should be directed to Social Inclusion Unit in the Department of Education.

3. **Support Services Grant: €224.50** per pupil payable in three instalments in September, January and April. The minimum grant payable is set at **€44,900**.

4. **Grants for Secretaries:**

- a) Basic Secretarial Grant - **€40** per pupil. The maximum grant payable is set at **€14,000**.
- b) SSSF Secretary Grant - **€26.50** per pupil. The minimum grant payable is set at **€5,300** and the maximum grant is set at **€9,275**.

(School secretaries employed under the 1978 scheme are paid directly by the Department of Education and therefore any such school is not entitled to the secretarial grants above

regardless of its enrolment figure. However, if this secretary resigns/retires the school will be paid a grant based on enrolment figure subject to a maximum of 350).

5. Grants for Caretakers:

- a) Basic Caretaker Grant - **€34** per pupil. The maximum grant payable is set at **€11,900**.
- b) SSSF Caretaker Grant - **€20.50** per pupil. The minimum grant payable is set at **€4,100** and the maximum grant is set at **€7,175**.

To qualify for the **Basic Secretary or Caretaker Grants** a school must have an enrolment figure of at least 200 pupils. The grant is calculated by multiplying the enrolment figure by the rate per capita up to a maximum of 350 pupils. If a school subsequently falls below the 200 enrolment figure the grant is paid on the enrolment figure x rate.

The **SSSF Caretaker/Secretary Grants** are paid to schools receiving either of the above mainstream grants. A school in receipt of the Secretary Grant will receive the SSSF – Secretary Grant and a school in receipt of the Caretaker Grant will receive the SSSF – Caretaker Grant. Each eligible school will receive a minimum grant based on 200 pupils up to a maximum based on 350 pupils. Schools with enrolments between 200 and 350 will be paid on a pro rata basis.

Schools that have never reached a minimum enrolment figure of 200 pupils, and therefore are not in receipt of the Caretaker or Secretary grants, are still entitled to the SSSF Caretaker (€20.50 per pupil) and SSSF Secretary (€26.50 per pupil) grants at the minimum grant of 200 x Rate.

6. Tuition Grants

- a) **Transition Year Grant: €95** per pupil in Transition Year
- b) **Leaving Certificate Applied Grant: €151** per pupil in LCA. This is based on pupil enrolment in 5th and 6th year of LCA programme
- c) **Junior Certificate Schools Programme: €60** per pupil in First Year JCSP
- d) **Physics and Chemistry: €13** per pupil taking Physics and/or Chemistry in 5th and 6th Year.

7. **Book Grant: €24** per pupil in non-DEIS schools and **€39** per pupil in DEIS schools.

8. **Grant Special Needs Class:** A grant of **€201 per pupil** is payable in respect of pupil psychologically assessed as having a mild or moderate learning disability **and** who participate in National Council for Special Education (NCSE) approved special classes.

9. **Irish and Bi-Lingual Grants: €110.50** per pupil where all subjects are taught through Irish and **€22** per pupil per subject where a maximum of four subjects are taught through Irish.

10. **Grant for Traveller pupils:** A grant of **€213.50** is payable for each Traveller pupil.

11. Supervision/Substitution Scheme Funding

Where a teacher has opted out of Supervision and Substitution Scheme, an amount equivalent to the supervision and substitution allowance has been allocated to the teacher's school for the provision of supervision and substitution duties. This grant cannot be used to pay full-time teachers or teachers who have opted out of the Scheme for supervision and substitution on a casual/ non-pensionable basis.

The school will receive €1,769 per annum for teachers employed pre - 1 January 2011 and €1,592 for teachers employed post- 31st December 2010 who opted out of the scheme.

12. Capital Grants: With prior Trustee approval, the Board of Management may seek capital funding from the Department of Education under the following categories:

- Major Projects
- Additional Accommodation
- Emergency Works ([See Circular 0068/2020](#))
- Remediation Programmes
- Summer Works Scheme

Application forms for Major Capital Works (Form SLE) and Additional Accommodation (Form ASA) should be downloaded from <https://www.gov.ie/en/help/departments/> select Department of Education, click on School Building and Design.

Post-primary schools requiring **emergency works** to be undertaken must apply under this scheme by completing the online Emergency Works Application Form available through the Esinet system under the tab labelled 'Devolved Projects'.

13. References

This financial guideline is based on Department of Education Circulars [0052/2020](#), [0082/2020](#), and [0006/2014](#).

14. You can calculate your expected grant income for the school year using the FSSU budget templates. Click [here](#) to download a template.

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SUMMARY OF GRANTS PAYABLE 2023/2024

No	Grant Description	Rate per Pupil	Instalments	Payment Due	Notes	Nominal Code in FSSU Chart of Accounts
1	Capitation Standard Rate	€316	3	Sept/Jan/Apr		<3010>
2	DEIS Grant DEIS (Delivering Equality Of Opportunity in Schools)		1	Date to be confirmed	Payable only to schools classified as DEIS.	<3020>
3	Support Services Grant	€224.50	3	Sept/Jan/Apr	Minimum for 2023 - €44,900	<3050>
4	Secretary	€40	3	Sept/Jan/Apr	Schools not in 1978 scheme. Min. Enrolment - 200. Maximum for 2023 - €14,000	<3100>
5	Secretary - School Services Support Fund (SSSF)	€26.50	3	Sept/Jan/Apr	Schools not in 1978 Scheme. Minimum for 2023 - €5,300 Maximum for 2023 - €9,275	<3100>
6	Caretaker	€34	3	Sept/Jan/Apr	Minimum Enrolment - 200 Maximum for 2023 - €11,900	<3130>
7	Caretaker- School Services Support Fund (SSSF)	€20.50	3	Sept/Jan/Apr	Payable to all schools Minimum for 2023 - €4,100 Maximum for 2023 - €7,175	<3130>
8	Transition Year	€95	1	Jun		<3200>
9	Leaving Cert Applied	€151	1	Jun		<3210>
10	Junior Cert School Programme	€60	1	Jun	1 st Year JCSP only	<3190>
11	Physics and Chemistry	€13	1	Jun	Per pupil in 5 th and 6 th Year Physics and/or Chemistry	<3245>
12	Special Needs Grant for pupils with mild/moderate learning disability	€201	1	Dec	For pupils who participate in special class group with sanctioned resource teacher.	<3290>
13	Book Grant non-DEIS Schools DEIS Schools	€24 €39	1	Jun	Book grant paid in June 2023 is for 2023/2024 school year.	<3150>
14	Traveller Grant	€213.50	1	Dec		<3220>
15	Bi-Lingual all subjects through Irish max 4 subjects through Irish	€110.50 €22 per subject	1	May		<3290>
16	Supervision and Substitution Pre Jan 1, 2011 teachers For teachers joining the scheme after Dec 31, 2010	€1,769 €1,592				<3240>