

Parent Statement for Approved Providers

1. Welcome to our Childcare Service

Happy Feet Childcare Ltd, HAPPY FEET CHILDCARE Termon Castlerea F45P281, is an Approved Provider working together with the Department of Children, Disability and Equality, and parents/guardians to deliver high quality, affordable, inclusive Early Learning and Care (ELC) and/or School Age Childcare (SAC) services for children. This statement outlines some of the important things you can expect from us.

1.1 About Us

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

A typical week for us is 08:00 to 17:30 Monday to Friday for 50 weeks per year.

At Happy Feet Childcare Ltd we offer the following services to children and their families:

☒	Sessional Care for Early Learning & Care (ELC) excluding ECCE provision
☒	Sessional preschool under ECCE (Free Preschool)
☒	Full day care/part time care for Early Learning & Care (ELC)
☒	Term time School Age Childcare
☒	Out of term School Age Childcare

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

This Approved Provider is in contract to deliver the:

☒	National Childcare Scheme (NCS)
☒	Early Childhood Care and Education (ECCE) programme
☐	Community Childcare Subvention Plus (CCSP) Saver Programme

Early Childhood Care and Education Programme (ECCE)

ECCE provides for 15 hours per week of preschool provision for 38 week services or 14 hours per week for 41 week services per year before children start primary school at no charge to parents/guardians. A child is eligible to start ECCE once they have turned 2 years and 8 months of age on, or prior to, 31 August that year.

If you are availing of additional childcare, the balance of the childcare fees that you have to pay are the child's fees minus the ECCE hours which your child is eligible for. The hours you are awarded is paid by the Department to Happy Feet Childcare Ltd for your child. Any additional childcare hours you are using outside of ECCE are eligible for an NCS subsidy (see details below).

Happy Feet Childcare Ltd must provide you with written details of how the balance of your childcare fees are calculated (that is, the fee we charge less your free hours per week of preschool provision).

ASHLING HORAN 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/>

Please note: In the ECCE Programme you are not required or obliged to select or pay a deposit for any optional extras.

If you do avail of any optional extra, should you, at any time, wish to withdraw from any of the optional extras selected, you should provide Happy Feet Childcare Ltd with 4 weeks' notice.

Access and Inclusion Model (AIM)

The goal of AIM is to create a more inclusive environment in preschools, so all children, regardless of ability, can benefit from quality early learning and care. The model achieves this by providing universal supports to preschool 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, ASHLING HORAN 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 and families to offset the costs of Early Learning and Care (ELC) and/or School Age Childcare (SAC). There are two types of subsidies available to apply for under the NCS - the Universal or Income Assessed subsidy. Both subsidies are available to families with children between 24 weeks and 15 years of age.

This service welcomes children who wish to avail of the National Childcare Scheme, including children referred under the sponsorship programme. Further information about the NCS, including how to apply for a subsidy, 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).

Your NCS award includes a unique Childcare Identifier Code Key (CHICK) and information on the maximum number of hours you can claim. To use your award, you must:

- 1) Receive a CHICK by applying to <https://www.ncs.gov.ie/en/> or contacting the NCS Parent Support Centre.
- 2) Bring the CHICK to Happy Feet Childcare Ltd and register your NCS subsidised hours of care. The hours that you will agree should be based on the hours you need and what Happy Feet Childcare Ltd can offer you.
- 3) After Happy Feet Childcare Ltd has registered your hours, **you must confirm** that these details are correct. These details must be confirmed at <https://www.ncs.gov.ie/en/> or in writing to National Childcare Scheme, PO Box 13105, Southside Delivery Office, Cork, depending on whether you originally applied online or by post to receive your award.
- 4) **Your NCS subsidy can only be paid once your CHICK has been registered by Happy Feet Childcare Ltd and you have confirmed on the system that all details are correct.**

The amount that you must pay to Happy Feet Childcare Ltd is called the 'co-payment'. The co-payment is Happy Feet Childcare Ltd's fee for your child minus the NCS subsidy paid by the Department to Happy Feet Childcare Ltd for your child.

Happy Feet Childcare Ltd must provide you with details of how your co-payment amount is calculated (our fee less your NCS subsidy). We will always notify you within 20 working days if and when your co-payment amount changes, including details on how it has been calculated.

Calendars

Happy Feet Childcare Ltd will provide you with a separate letter indicating the days our service is closed over the programme year. We will provide you with a minimum of 20 working days written notice period of our intention to change this.

3. Fees Policies

As an Approved Provider, we operate a Fees Policy that is transparent and understandable to our parents/guardians. Please do not hesitate to contact ASHLING HORAN who will provide additional clarification as required.

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

3.2 Deposits - We will not charge any non-refundable deposits¹ 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. Additionally, if applicable we will return all ECCE or CCSP Saver programme deposits once your child's registration is approved on the Early Years Hive.

3.3 Discounts - Any discount relevant to you will be applied to your normal fee.

3.4 Optional Extras - The term 'Optional Extra' is only applicable to any extra services or activities we offer under ECCE which are not funded by the Programmes but which are voluntary with optional charges to you. These optional extras are very limited in nature and there is a copy of the Department approved optional extras list available in Appendix 1 of the [ECCE programme rules](#), which are also available on the Early Years Hive.

3.5 Additional Service - Is when something additional to a service type/fee option is offered to parents/guardians. For example, a service provider may offer school collection services in addition to their SAC Service Types, this would be charged for additionally.

¹ Non-refundable deposits include administration/registration fees or other such charges.

3.6 Fee Table

Programme Year: 2026/2027

3.6.1 - Section A: Fee Options

Fee Type Name	Age Range	School Age / Early Years	ECCE Available?	Session Start Time	Session Finish Time	Second Session Start Time	Second Session Finish Time	Incorporated Services?	Choose Incorporated Service	Additional Information	Hrs:Mins per Day	Days per Week	Hrs:Mins per Week	Weeks per year	Full Fee	Fee (with ECCE deduction for 3 free hours)	Effective From	Effective To
Sessional 9-12	2y 6m - 5y 6m	ELC	Yes	09:00	12:00			No			3.00	5	15.00	38	€64.5	€0	21/09/2026	22/08/2027
FDC 8-5.30	2y 6m - 5y 6m	ELC	Yes	08:00	17:30			Yes	Meal		9.30	5	47.30	38	€164.5	€100	21/09/2026	22/08/2027
Full time 9-3	2y 6m - 5y 6m	ELC	Yes	09:00	15:00			Yes	Meal		6.00	5	30.00	38	€114.5	€50	21/09/2026	22/08/2027
Full time 8-3	2y 6m - 5y 6m	ELC	Yes	08:00	15:00			Yes	Meal		7.00	5	35.00	38	€129.5	€65	21/09/2026	22/08/2027
Non term FDC 8-5.30	4y 1m - 13y 1m	SAC	No	08:00	17:30			Yes	Meal		9.30	5	47.30	12	€118.75	€	21/09/2026	22/08/2027
FDC 8-5.30	2y 6m - 5y 6m	ELC	No	08:00	17:30			Yes	Meal		9.30	5	47.30	50	€150	€	21/09/2026	22/08/2027
FULL TIME 9-3	2y 6m - 5y 6m	ELC	No	09:00	15:00			Yes	Meal		6.00	5	30.00	12	€100	€	21/09/2026	22/08/2027
FULL TIME 8-3	2y 6m - 5y 6m	ELC	No	08:00	15:00			Yes	Meal		7.00	5	35.00	12	€115	€	21/09/2026	22/08/2027
SESSION 9-12	2y 6m - 5y 6m	ELC	No	09:00	12:00			No			3.00	5	15.00	50	€50	€	21/09/2026	22/08/2027
SAC 2-3	4y - 13y	SAC	No	14:00	15:00			No			1.00	5	5.00	38	€20	€	21/09/2026	22/08/2027
SAC 3-5.30	4y - 13y	SAC	No	15:00	17:30			Yes	Meal		2.30	5	12.30	38	€58.5	€	21/09/2026	22/08/2027

SAC 2-5.30	4y - 13y	SAC	No	14:00	17:30			Yes	Meal		3.30	5	17.30	38	€74	€	21/09/2026	22/08/2027
SAC 8-9.10	4y - 13y	SAC	No	08:00	09:10			Yes	Meal		1.10	5	5.50	38	€20	€	21/09/2026	22/08/2027
PART TIME 8-12	2y 6m - 5y 6m	ELC	No	08:00	12:00			Yes	Meal		4.00	5	20.00	50	€65	€	21/09/2026	
PART TIME 8-12	2y 6m - 5y 6m	ELC	Yes	08:00	12:00			Yes	Meal		4.00	5	20.00	50	€79.5	€15	21/09/2026	22/08/2027

3.6.2 - Section B: Fee Extras:

Deposit / Discount / Optional Extras* / Additional Services

Type	Extras	Amount	Frequency	Other	Description	Additional Detail / Conditions	Effective From	Effective To
Discount		€	Once Off		We dont offer any discounts		21/09/2026	22/08/2027
Additional Services		€0	Daily		we have no additional services available		21/09/2026	22/08/2027
Deposit		€10	Once Off		€10 deposit is required on booking and refunded on their first day		21/09/2026	22/08/2027
Optional Extra	One Paid Preschool Trip	€30	Once Off		School summer trip max cost of €30 is an optional choice for each child		21/09/2026	22/08/2027

* These are entirely optional to parents/guardians.

3.6.3 - Section C – Other Additional Information

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Queries -If you have any queries or wish to discuss any of the above, please contact **ASHLING HORAN**. Alternatively, you could address queries to your local City/County Childcare Committee (CCC). A list of CCC contact details is available from [City and County Childcare Committees](#).

Happy Feet Childcare Ltd will display this Parent Statement at all times in an area accessible to parents/guardians as well as on any online platform maintained by the Happy Feet Childcare Ltd for the purpose of advertising its service or providing information to parents/guardians. Happy Feet Childcare Ltd will print and co-sign a Parent Statement for each family. A copy signed by Happy Feet Childcare Ltd and the parent/guardian will be retained on file. Any changes to Fee Policies will require that an updated Parent Statement is displayed and Happy Feet Childcare Ltd will issue updated Parent Statements by email to our parents/guardians and retain proof of the associated email.

In this section include details of the child(ren), in this family only, enrolled at the service (as per parent/guardian name below):

Use BLOCK CAPITALS:

Child first name	Child family name

This Parent Statement is an agreement solely between the parent/guardian and the Approved Provider, sets out what is on offer at Happy Feet Childcare Ltd and the applicable fees. If these terms conflict with the terms of any other agreement between Happy Feet Childcare Ltd and the parents/guardians then this takes priority. However any parts of any existing agreement that do not conflict remain in force and are not affected by this Parent Statement.

Programme Year:	2026/2027
Service Provider Name:	Happy Feet Childcare Ltd
Service Reference No.:	26RN0152
Signed – Parent/Guardian:	
Parent/Guardian name in BLOCK CAPITALS:	
Date:	