

## 8. Frequently Asked Questions

This FAQ should be read in conjunction with the 2026 Home-Based Summer Programme Overview document - Terms and Conditions for Parents, Teachers, SNAs and Schools.

**Q1.** I am a teacher. I am interested in carrying out tuition in a small group arrangement. How many hours of tuition can I provide to this group and how many hours will I be paid for?

**A1.** The following table outlines the breakdown of hours which can be provided in a shared setting.

<b>Number of children Supported per Teacher</b>	<b>Number of hours per week to be shared between participating children in a group setting.</b>	<b>Number of hours paid</b>
<b>2</b>	15 hours per week shared for four weeks (60 hours shared total)	60 hours
<b>3</b>	20 hours per week shared for four weeks (80 hours shared total)	80 hours

**Q2.** I am a teacher/SNA. I am not available to carry out tuition/care support for 4 weeks on the home-based Summer Programme. What is the maximum number of hours that I provide tuition/care support?

**A2.** The allocation of hours per eligible child where tuition/care support is provided on a 1:1 basis is 10 hours per week. If you are not available for the 4 calendar weeks and are the only teacher/SNA being sourced by the parents, the maximum hours of tuition/care support which can be provided by you will be reduced on a pro-rata basis (see table following). Under no circumstances will you be permitted to provide tuition/care support in excess of 10 hours per week to any one child. Should you do so, the excess hours will not be paid. A pro-rata breakdown of hours are as follows:

<b>Tutor/SNA available for:</b>	<b>Maximum hours which can be provided on a 1:1 basis</b>	<b>Maximum hours which can be claimed</b>
<b>1 week only</b>	Week 1 – 10 hours	10 hours
<b>2 weeks only</b>	Week 1 – 10 hours, Week 2 – 10 hours	20 hours
<b>3 weeks only</b>	Week 1 – 10 hours, Week 2 – 10 hours, Week 3 – 10 hours	30 hours
<b>4 weeks</b>	Week 1 – 10 hours, Week 2 – 10 hours, Week 3 – 10 hours, Week 4 – 10 hours	40 hours

**Q3.** I am a parent. My child is only available to take part in the home-based programme for 2 weeks. Can I ask a tutor/SNA to provide 40 hours over a period of 2 weeks.

**A3.** Like above, if your child can only participate in the programme for 1 or 2 weeks, tutors/SNAs should not be asked to provide more than 10 hours of tuition/care support for each week being worked. The home based summer programme is not intended to replicate the school day.

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**Q4.** I am a parent. I have sourced a teacher/SNA but they are only available to provide tuition/care support for 2/3 weeks. Can I engage a second teacher/SNA to deliver the remaining hours?

**A4.** Yes, providing that the overall hours delivered per week does not exceed the maximum threshold outlined in the table above.

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**Q5.** I am a parent. Does the programme have to be carried out during the month of July and does the weeks have to be consecutive?

**A5.** No. The programme can be delivered anytime during the school summer holidays and the weeks do not have to be consecutive.

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**Q6.** I am a parent. How many hours of tuition/care support can the tutor/SNA provide on any one day to my child?

**A6.** Provided the 10 hours maximum threshold is not exceeded per week, the tutor/SNA can provide up to 5 hours of tuition/care support between 9am and 6pm on any one day to an eligible child.

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**Q7.** I am a teacher/SNA. I have been asked by a parent to work on a bank holiday/ Saturday/ Sunday. Am I allowed to work on these days?

**A7.** No, tuition/care support cannot be delivered on a Bank Holiday or a Saturday or Sunday. Strictly, payment will not be made if delivered on these days.

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**Q8.** Can tuition be provided online?

**A8.** No, tuition must be carried out in person and face to face.

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**Q9.** I am a teacher/SNA. I am providing the home-based Summer Programme to more than one child. Am I entitled to claim for travel time and rest breaks?

**A9.** No, while it is recommended that appropriate time is allotted for rest breaks and for travelling to and from an eligible child's home from a health and safety perspective, such time is not considered working time. A tutor/SNA can therefore not claim for travel time or for rest breaks.

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**Q10.** I am a tutor/SNA/parent/legal guardian. Can the Department contact me in relation to a home-based Summer Programme claim?

**A10.** The Department has internal control procedures in place to ensure that Summer Programme payments are being claimed in line with the sanction provided by the Department and that the terms and conditions of the programme have been adhered to correctly. As part of these arrangements a review of a random sample of payment claims is carried out periodically. Failure to respond to queries arising out of such a check will result in the delayed processing of the payment claim or it being withheld in its entirety.

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**Q11.** I'm a teacher/SNA/parent/legal guardian and I have made an error with the claim submitted, can I submit an amended claim form?

**A11.** No. The Department does not normally accept amended claim forms as it undermines the claims process. It is vital therefore that claim forms are carefully checked before being submitted.

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**Q12.** I am a tutor, if I am giving one to one (1:1) tuition to more than one child, is there a limit on the number of hours I can deliver per week or per day?

**A12.** Yes there is a limit. No more than 6 hours per day may be claimed by a teacher or SNA if delivering tuition to more than one child in a 1:1 setting. No more than 10 hours per week per eligible child can be claimed.

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**Q13.** I am a tutor/SNA. I have mislaid the Home-based Statutory Declaration form. Can I send in the School-based Statutory Declaration?

**A13.** No, if you send in the School-based Statutory Declaration, you will then be requested to send in the appropriate Home-based Statutory Declaration (Part 3(B)). If you do not have the Home-based Statutory Declaration, you can request one by emailing [homebasedsummerprogram@education.gov.ie](mailto:homebasedsummerprogram@education.gov.ie).

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**Q14.** I am a parent/legal guardian. I am also a qualified teacher/SNA. Can I provide home tuition/care support to my own child on the home-based Summer Programme?

**A14.** No. Parents are not permitted to provide home tuition/care support to children under their care under the Home-based Summer Programme.

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**Q15.** I am a tutor/SNA. Can I provide the home-based Summer Programme after I finish my day working in school?

**A15.** Yes, provided that the child or young person who is eligible for the home-based programme is on summer holidays, i.e. the school that awarded the Home Based programme is closed for the summer.

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**Q16.** I am a tutor/SNA. Can I deliver the summer Programme without having seen the decision letter confirming the student's eligibility?

**A16.** A tutor/SNA should not provide tuition/care support without first seeing the parent's confirmation /decision letter and having satisfied themselves that the provision being provided is for the approved child/young person.

Where tuition/care support has been delivered and it subsequently transpires that the student was not sanctioned for a place on the programme or that no application was submitted by the school on their behalf, the associated payment claim will not be processed.

It is therefore crucial and expected that tutors/SNAs ensure that:

- (a) They have sight of the decision letter/confirmation email and
- (b) The confirmation clearly relates to the student to whom they are providing tuition/care support.

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The above are only a sample of the most frequently asked questions. If you have a query concerning the Home-based Summer Programme which has not been answered above, please refer to the Overview document. If your query is still unanswered, please contact the Summer Programme Team via email at [homebasedsummerprogram@education.gov.ie](mailto:homebasedsummerprogram@education.gov.ie) or via the Summer Programme helpline at 090 648 4292.