



# 2024 Home-Based Summer Programme Application Form for Sanctioning

## Important information for parents

- Please ensure you have read the Overview/Terms and Conditions document of the Home-Based Summer Programme fully before filling in this form:  
[www.gov.ie/summerprogramme](http://www.gov.ie/summerprogramme)
- Any queries relating to the Terms and Conditions or application process should be directed to [homebasedsummerprogram@education.gov.ie](mailto:homebasedsummerprogram@education.gov.ie) or to the helpline at 090 648 4292.
- When you have completed this form, please bring it to your child's school and they will submit the application to the Department of Education's Home-Based Summer Programme Online Sanctioning Portal on your behalf.
- Once the application has been submitted and your child is eligible, the Department will issue a sanction email and Grant Claim Form directly to the email address provided
- This sanction email will confirm eligibility and the number of hours that your child is eligible to receive under the programme.
- The sanction email will also contain a link to the Grant Claim Form for the programme. Notes have been provided with the Grant Claim Form to help parents, teachers and SNAs complete the form.
- If an application for the Home-Based Summer Programme is being made for more than one child in a family, one of these forms must be completed for each child and brought to the school for submitting on the portal.
- **The closing date for applications to be submitted by schools on the Online Sanctioning Portal for the Home-Based Summer Programme 2024 is Friday 14 June 2024.**

### Privacy Statement

The Department of Education, as far as is practicable and having regard to the resources available, provides for education and training for people resident in the State at a level appropriate to meet the needs and abilities of those people. The main purpose for which the Department requires the personal data provided by you is to determine eligibility and process payment for the Home Based Summer Programme. The personal data provided may be shared with the National Council for Special Education (NCSE), the Department of Education (including the National Educational Psychological service, NEPS) and Revenue Commissioners for the purposes of determining eligibility for the Home Based Summer Programme, in processing payments and for statistical purposes. Full details of the Department's Data Protection policy setting out how we will use your personal data or that of your child, as well as information regarding your rights as a data subject, are available at <https://www.gov.ie/en/organisation-information/20f6e1-protecting-personal-data-in-the-department-of-education-and-skills/>. Details of this policy are also available in hard copy upon request from the Department.

## Student Details

First name															
Surname															
Address	<b>P</b>	<b>P</b>	<b>S</b>	<b>N</b>											
	<b>D</b>	<b>O</b>	<b>B</b>					<b>D</b>	<b>D</b>	<b>M</b>	<b>M</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>	<b>Y</b>

Has the above student participated in the Home-Based Summer Programme before?

Yes

No

Is the above student participating in a school-based programme in another school?

Yes

No

## Parent Contact Details

First Name														
Surname														
Phone no.														
Email														

**Please ensure you have filled in a separate form for each eligible child in your family and return the form(s) to the school as soon as possible so the details of your application(s) can be input on the Department's Online Sanctioning Portal**