

**CCSP SAVER PROGRAMME 2025/2026 CHILD/CHILDREN PRE-REGISTRATION FORM**

**PLEASE READ CAREFULLY**

The CCSP Saver Programme provides support for parents/guardians on a low income to avail of reduced childcare costs at participating Approved Providers. The Department of Children, Disability and Equality (DCDE) pays a portion of the childcare costs for eligible children with the parent/guardian paying the remainder. The eligibility of the parent/guardian is determined by their status with the Department of Social Protection (DSP). For more information, please see the CCSP Saver programme Rules for the 25/26 programme year at (insert link) and please read the DCDE Letter to Parents/Guardians, which is available to read on <https://earlyyearshive.ncs.gov.ie/downloads/ccsp-documents/>.

If you are enrolling your child/children in the 2025/2026 CCSP Saver Programme and both parents/guardians are in receipt of qualifying payments at the time of the childcare start date, the parent/guardian in receipt of the greater qualifying payment should complete this form entering the correct name and PPS number (as registered with the Department of Social Protection), home address including Eircode and the name, date of birth, and PPS number of the child.

You should then return the form to the approved provider. The approved provider will submit the information provided on this document to register your child for the CCSP Saver Programme on the Early Years Platform (EY HIVE). Your approved provider will only retain this document for the duration of the 2025/2026 programme year for compliance purposes.

**Please note: Verification of CCSP Saver Programme funding will not be confirmed immediately. While your registration is being verified, your service may charge the full childcare rate. The approved provider will be obliged to repay you the balance of any subvention owed from the childcare start date. Furthermore, any subvention provided to you by the service before registration verification is at their discretion.**

**Information to be provided by the Parent/Guardian for the 2025/2026 CCSP Saver Programme Year**

Child's Full Name (as registered with Dept of Social Protection)	Child's PPS Number	DOB (dd/mm/yyyy)	Sex (M/F)	Eircode	Start Date	End Date	Full Day (5+ hours)	Part-time (3 hours 31 mins. - 5 hours)		Sessional (2 hours 16 mins. - 3 hours 30 mins)		Half sessional (1 – 2 hours 15 mins)	
1													
2													
3													

If you are in receipt of one of the following payments, please tick the relevant box:  
 Maternity Benefit  and in receipt of CCSP Saver Programme qualifying payment immediately prior; Springboard+ Course  ; Youth Employment Support Scheme  ; or  
 ETB/Solas Training Allowance  and in receipt of CCSP Saver Programme qualifying payment immediately prior.

**Please Note: Where a box is ticked above, a Verification Form will also need to be completed. Please ask your Approved Provider for a copy of this form for completion.**

**The following fields are mandatory.**

Parent/Guardian Name: \_\_\_\_\_ Name of Service Provider: \_\_\_\_\_

Parent/Guardian PPS No: \_\_\_\_\_

Address of Parent/Guardian: \_\_\_\_\_

**I confirm that I am the parent or legal guardian of the following child/children who attends/will attend this childcare facility under the CCSP Saver Programme.**

**Please note for GDPR purposes this form must be retained for a period of**

To which ethnic or cultural background group does your child/children belong (please tick one)\*? Please note that it is 'optional' to provide this information.

<ul style="list-style-type: none"><li><input type="checkbox"/> White Irish</li><li><input type="checkbox"/> Irish Traveller</li><li><input type="checkbox"/> Roma</li><li><input type="checkbox"/> Any other White Background</li><li><input type="checkbox"/> Black African</li></ul>	<ul style="list-style-type: none"><li><input type="checkbox"/> Any other Black Background</li><li><input type="checkbox"/> Chinese</li><li><input type="checkbox"/> Any other Asian background</li><li><input type="checkbox"/> Other, including mixed race backgrounds</li></ul>
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**\*I understand that data on ethnic or cultural backgrounds may be required for the purposes of allocating appropriate resources in schools to meet the individual needs of children from these communities and to comply with a number of international reporting requirements for children from these countries. Data on ethnic or cultural origins is required for statistical analysis and in order to underpin future policy and planning within the DCDE. By providing this information, I consent to (name of childcare service) recording these data fields on the HIVE.**

**I understand that the information provided may be used by the Department of Children, Disability and Equality (DCDE) and Pobal (acting as agent for the DCDE), in conjunction with the Department of Social Protection and the HSE, to verify that the child named above is eligible for the CCSP Saver Programme and for statistical and/or system testing purposes. Information will also be provided under the Central Statistics Office Act, 1993, to assist with the gathering of national statistics to verify that my child is eligible for the CCSP Saver Programme at this time, to calculate the capitation fees due, and for statistical purposes.**

Parent/Guardian Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Contact Number: \_\_\_\_\_

Email Address of Parent/Guardian: \_\_\_\_\_