



An Roinn Leanaí, Comhionannais,
Míchumais, Lánpháirtíochta agus Óige
Department of Children, Equality,
Disability, Integration and Youth



An Roinn Sláinte
DEPARTMENT OF HEALTH



Forbairt Céilíocht
Luathbhlianta Náisiúnta
National Early Years
Quality Development



Access & Inclusion Model (AIM) Level 7 Additional Assistance in the Pre-School Room Information for Applicants

Additional Assistance

A service provider, in conjunction with a parent, can apply for additional capitation where the provider considers that this is likely to be critical to ensuring a child's participation in the ECCE programme in their pre-school setting.

- Level 7 AIM is not a Special Needs Assistance (SNA) model.
- There is no closing date for receipt of applications. AIM is a rolling programme.
- It is expected that only 1-1.5% of pre-school age children attending ECCE services will require the highest level of supports at Level 7 AIM.

Definition of Critical to Participation

Services are considered critical to participation in the ECCE programme where it is reasonably agreed that a child, in the absence of those services, and taking into account other existing or available services and supports:

- Is unable to access the pre-school setting,
- Is unable to commence the ECCE programme
- Is unable to remain on the ECCE programme, or
- Is unable to meaningfully participate in the activities provided as part of the ECCE programme

It is further agreed that the provision of AIM supports will help to ensure that the child can access and meaningfully participate in the ECCE programme.

To participate meaningfully, children with regardless of their ability should be enabled to reach their full potential in terms of experiencing new skills, opportunities and actively engaging in social activities and interactions with their peer group.

Minimum Eligibility Requirements	<ul style="list-style-type: none">• Service Provider is a registered pre-school setting under active DCEDIY contract to deliver the ECCE programme.• Child qualifies for the ECCE programme or will qualify for the programme from the planned date of enrolment. Please check child's age eligibility here.• Child must be in the ECCE room and be registered on the ECCE programme or have an approved CCSP registration.• Have the Informed Consent of Parent/Guardian/Carer.• Confirmation that applicants have read the Privacy Statement and Application Guidelines.• Be tax compliant with an up to date Tax Clearance Certificate or Tax Clearance Access Number (TCAN) and Tax Registration Number (TRN).
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How to Apply	<p>Complete the AIM Level 4 Access & Inclusion Profile on the Hive.</p> <ul style="list-style-type: none">• Service provider in conjunction with the parent/guardian/carer completes the on-line Level 4 Access & Inclusion Profile on the Early Years Hive.• Once the Access & Inclusion Profile has been completed, you may then submit a Level 7 application.• Additional or supporting information can be attached where available but is not a requirement at application stage.• Detailed information on submitting an AIM Level 4 & Level 7 application can be found here. <p>Engagement with Early Years Specialist</p> <p>Where an Early Years Specialist is already working with a service and parent/child, they may identify through this engagement the need for AIM Level 7 additional support. The parent/guardian/carer would have already completed a Level 4 Access and Inclusion Profile in conjunction with the pre-school manager to access this support.</p>
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Observation	<p>Early Years Specialist (Access & Inclusion) Visit:</p> <p>All requests will require a visit or Service Observation Review to the pre-school setting by an Early Years Specialist (Access & Inclusion) with a view to identifying whether AIM Level 7 support is needed.</p> <p>Early Years Specialists (Access & Inclusion) will consider:</p> <ul style="list-style-type: none"> • The completed Access & Inclusion Profile; • Whether all other levels and supports (Levels 1 to 6) have been considered and appropriately utilised; • Whether additional assistance is critical to the child’s meaningful participation in the ECCE programme • Whether the provision of an additional capitation would result in an undesirable balance of staff and children as indicated by any National Early Years Quality Development guidelines; • Other expert input from Level 6 HSE Therapeutic Intervention, NCSE and City/County Childcare Committees as necessary <p>The degree of AIM Level 7 support potentially required, will have regard to whether the child, in the context of the environment, has complex needs or highly complex needs.</p> <p>The Early Years Specialist makes a recommendation to the Pobal AIM Team who make a final decision on the funding to be awarded.</p>
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	Complex Needs	Highly Complex Needs
	<p>A setting can supplement their staffing by approximately 10 additional staff hours per week.</p> <p>This additional assistance is so that, for example, the Inclusion co-ordinator or a key worker can spend more time working directly with the child or have more non-contact time with relevant health and social care professionals involved in the child’s case.</p>	<p>A setting can supplement their staffing by approximately 15 additional staff hours per week, thereby reducing the staff: child ratio for the full duration of the weekly ECCE service.</p> <p>This ensures there is constantly additional support available where this is critical due to, for example, monitoring of a medical condition or the need for intensive 1:1 support.</p>
Capitation Amounts	€140 per child, per week (maximum)	€210 per child, per week (maximum)

Payment	Payments will be made weekly, one week in advance, in line with the ECCE calendar.	Payments will be made weekly, one week in advance, in line with the ECCE calendar.
Contractual Requirements	Included in service's ECCE contract with the DCEDIY.	

Figure 1 AIM Level 7 (Additional Assistance) Application Process - The Steps

Pre Application

- Read the Access & Inclusion Profile guidelines.
- Create an AIM Service Profile.
- Create a session or a number of sessions.
- Create an AIM Level 4 application, ensuring parental consent is attached or the option to complete online consent has been selected.

Application

- Create an AIM Level 7 application.
- Attach any documents you feel may support your application. Please note: this is not a mandatory requirement.

Appraisal

- You will receive a notification on the Hive once your AIM Level 7 request has been received.

Visit

- The Early Years Specialist (EYS) will initially contact you by phone and will then arrange to visit the pre-school setting and child or complete a Service Observation Review.
- The EYS will liaise with the Level 6 HSE therapeutic Intervention, NCSE and CCCs as necessary.

Recommendation & Decision

- Early Years Specialist will submit their recommendation to Pobal - AIM Team for final decision.
- You will receive a notification on the Hive advising you whether your application has been approved or not approved.

Review

- If you are not approved funding you may seek verbal feedback in the first instance. Where a service is still not satisfied with the feedback, a formal stage 1 review of the decision can be requested.

Payments & Contracting

- The AIM terms and conditions are contained within the ECCE Funding Agreement, which a service is required to agree to, as part of the ECCE contracting process.
- Approved payments will be paid weekly, one week in arrears. Payments will be made based on weeks marked open on the service's ECCE calendar.