



Let's Grow Together! Infant & Childhood Partnerships CLG

Fees Policy

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Author

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Stakeholders and other contributors

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Policy Origins

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✓	

Revision History

Version	Issue Date	Author/editor	Description/Summary of Changes
1.0	October 2020	Company Secretary	New
1.1	Jan 25	Finance Governance Coordinator	Revised

Reviewed by

Version	Name	Position	Review Date
1.1	Sonya Dawes	FGC	Dec 24

Approvals

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1.0	October 2020	Board of Directors	29 October 2020	01 January 2021
1.1	Jan 25	Board of Directors	30 Jan 25	31 Jan 25

Fees Policy

The main objective of Let's Grow Together! Infant & Childhood Partnerships CLG is support and develop communities where all children experience happy, healthy and thriving childhoods.

We do this by working in partnership with everyone important in children's lives, sharing knowledge, skills and resources, empowering families and enabling children through their relationships and in their communities to be nurtured, fulfilled, achieving and learning.

We develop, support and govern area-based prevention and early intervention programmes and approaches that support early childhood development, relationships and environments; to set the foundations for infant and child development, learning, wellbeing, quality of life and outcomes; and by doing so, mitigate the impact of child poverty in Cork City.

The subsidiary objectives are:

- a) To provide a local area based early intervention programme for infants and young children
- b) To respectfully enhance the early childhood development knowledge and skills of all parents, guardians and childcare practitioners
- c) To support learning, evaluation and policy development in the field of infant and early childhood development and related areas
- d) To establish, maintain and fund such premises as may be required to carry out and promote the main object for which the Company is established and to employ, enter into a contract with and otherwise obtain the services of staff to promote, carry out, advance or achieve the main object for which the Company is established and to do all such things as may be deemed necessary advisable or expedient for the establishment or ongoing administration of such premises and for the employment of the said staff.

This work is underpinned by an innovative Infant Mental Health Framework and draws on best international evidence and practice.

Aligned to 'Better Outcomes Brighter Futures', the core work of Let's Grow Together! Infant & Childhood Partnerships CLG is funded by Department of Children, Equality, Disability, Integration, Youth and is part of the Area Based Childhood Programme with the TUSLA Child & Family Agency.

SERVICES TO CHILDREN AND FAMILIES

As an organisation focused on improving outcomes for children our services to children and families are free at the point of delivery. This ensures that cost is not a barrier to any family or child accessing our services.

The services offered to children and families include, but are not limited to:

- Home visiting
- Groups (eg. PEEP, Baby Massage, Let's Talk with Your Baby)
- Advocacy
- Support with Inter-Agency services, activities and referrals
- Other supports and advice (eg. housing, health, education)

We do not charge any fees to children and families wishing to avail of our services.

SERVICES TO PRACTITIONERS/OTHER PROFESSIONALS

In addition to services to children and families we support a range of initiatives aimed at building the capacity of practitioners and other professionals in the areas in which we work. This can include delivering training either through the use of in-house trainers (employees) or third party trainers which we engage and compensate. Charges can occasionally be levied for this service.

DECISIONS ON WHEN TO CHARGE

The decision on which training offerings will incur a fee at point of delivery to practitioners and other professionals rests with the Executive Director in keeping with the spirit of this policy.

DECISIONS ON HOW TO CHARGE

The decision on how to charge rests with the Executive Director. When considering how to charge the Executive Director will seek to balance the cost of delivering the training with the number of participants and the need for practitioners and other professionals to be able to access the training. Where cost may prove a barrier to practitioners and other professionals accessing the training concessions may be made available, and on occasions where a parent who was or is engaged with our services would benefit from attending the training in their capacity as a parent their place will be free of charge.

The decision on how to charge rests with the Executive Director. When considering how to charge the Executive Director will take into account the cost of delivering the services, any additional disbursements and may seek to build in a standard margin.

Where applicable a number of places on a relevant training may be allocated to staff of Let's Grow Together! Infant & Childhood Partnerships CLG. This is at the discretion

of the Executive Director in seeking to balance the need to build capacity internally with the need to build capacity on a wider-community basis.

PAYMENTS

Where a charge is payable for training we will seek payment prior to commencement of the training. This requirement will be waived in cases where an individual's employer has undertaken to pay for their place, in which case an invoice will be issued with a 30-day payment period.

Payment is accepted by EFT only.

REFUNDS

Requests for refunds will be considered on a case-by-case basis and refunds will not normally be offered for multi-session courses only partially completed. Where possible we will strive to accommodate individuals on a subsequent training.

SERVICES TO OTHER AGENCIES/ORGANISATIONS

In addition to the services outlined above, Let's Grow Together! Infant & Childhood Partnerships CLG also offers professional services to other agencies and organisations. In the event that an agreement is entered into to provide such a service, fees may be levied.

DECISIONS ON WHEN TO CHARGE

The decision on which services to external agencies/organisations will incur a charge rests with the Executive Director in keeping with the spirit of this policy.

DECISIONS ON HOW TO CHARGE

The decision on how to charge rests with the Executive Director. When considering how to charge the Executive Director will take into account the cost of delivering the services, any additional disbursements and may seek to build in a standard margin.

PAYMENTS

Where a charge is payable for services we will seek payment prior to commencement of the service following the signing of the relevant agreement(s).

Payment is accepted by EFT only.

REFUNDS

Requests for refunds will be considered on a case-by-case basis and may be made less any costs already incurred at the time of cancellation.