



Circular Letter M11/95

To: The Management Authorities of Second-level schools.

Grants towards the purchase of equipment for pupils with a disability.

- 1 Provision has been made for a scheme of grants towards the purchase of equipment for the use of pupils with a disability in second-level schools.
2. The scheme will apply to pupils who have been diagnosed as having serious physical and/or communicative disabilities of a degree which make ordinary communication through speech and/or writing impossible for them.
- 3 The purpose of the scheme is to provide the pupils in question with equipment of direct educational benefit to them. Examples of such equipment would include computers, tape-recorders, word processors, drafting machines, induction loops, braille equipment and software.

The equipment will, as a rule, remain the property of the school and will be available for allocation to subsequent pupils with similar disabilities. Where the school has no further requirement for the equipment, the Department may allocate it to another school in the interests of meeting needs to the greatest extent possible.

- 4 The rate of grant in respect of any pupil will be the cost of the equipment, subject in general to a maximum grant of €3,800. In certain circumstances, where the nature of the equipment warrants it, a higher grant may be considered.

As the scope of the scheme in any financial year will be limited by the funds available, the approval of the Department should be obtained prior to purchase. After purchase, receipted invoices should be submitted with claims for payment and copies retained in the school account.

- 5 The Department must be satisfied that the pupil is capable of benefiting from the equipment in question. A recent comprehensive and professional assessment of the nature and extent of disability, and the equipment most appropriate for the needs of the pupil, should accompany all applications. The advice of the Department's inspectorate on the suitability of equipment to be purchased will be available on request.
6. Equipment purchased should be kept in the school. However, the pupils in question may, with the consent of the Board of Management, use the equipment at home. The Board of Management will be responsible for all maintenance, repair and service charges. The Board of Management should also have the equipment adequately insured. A designated teacher in the school should take responsibility for the management of the equipment and for monitoring its effective use within the school.
7. Please return application to Aileen Finucane, Dept. of Education and Science, Ground Floor, Block 2, Marlborough St. Dublin 1.

Con Haugh
Principal Officer
22 May, 1995

Grants for Equipment for Pupils with a Disability in Second-level Schools

Application Form

1. Name of School _____
Roll No _____
2. Address of School _____

3. Telephone No. _____
4. VEC (if relevant) _____
5. Name Of Pupil _____
6. Date of Birth _____
7. School Year _____
8. Nature of Disability _____

9. Type of Equipment for which grant is sought _____

10. Estimated Cost € _____

I declare that the particulars given above are accurate, that the application is in conformity with the terms of (Circular M11/95, that a report of a recent comprehensive assessment is attached and that assistance in the use of the equipment will be provided by the school.

Signed: _____
Manager/Principal/Chief Executive Officer

Date: _____

Please return application to Aileen Finucane, Dept. of Education and science, Ground Floor, Block 2, Marlborough Street, Dublin 1.