

**TAX EFFICIENT NURSERY SCHEME FORM**

This form should be used to apply to join the Tax-Efficient Nursery Scheme, or to renew participation in the Scheme by members of staff of the University, in accordance with the terms and conditions of the Scheme. ***Staff should note that the Scheme can take a number of weeks to set up and they will be expected to pay for their Nursery usage outside of the Scheme during this period.***

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Name:      Payroll number:

Department:      Date:

Nursery:

(1)

|  |
| --- |
| Name of Child        |
| Number of AM Sessions       |  Number of PM Sessions       |

(2)

|  |
| --- |
| Name of Child        |
| Number of AM Sessions       |  Number of PM Sessions       |

(3)

|  |
| --- |
| Name of Child        |
| Number of AM Sessions       |  Number of PM Sessions       |

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**For Office Use Only**

(1)       sessions [ ]  /days [ ]  / week [ ]  X £      rate X       weeks /       months = £      per month

(2)       sessions [ ]  /days [ ]  / week [ ]  X £      rate X       weeks /       months = £      per month

(3)       sessions [ ]  /days [ ]  / week [ ]  X £      rate X       weeks /       months = £      per month

Total monthly cost: **£**

**AGREEMENT**

This amendment to your terms and conditions means that you agree for your employer to reduce your Basic Pay, before Tax and NI, by the amount specified above in order to take part in the Tir na nÓg Tax Efficient Nursery Scheme until 31/08/\_\_\_\_. You are consenting to a contractual change to your Terms and conditions of employment. Instead of you original basic pay, part of the cost of your childcare will be deducted.

**N.B.** The amount deducted in your monthly salary will go towards that particular month’s nursery charges that you receive from Tir na nÓg.