



RAY OF SUNSHINE MORNING & AFTERSCHOOL SERVICES LTD

PARENT & CARER NCS FORM FAQ'S

Register A New Chick

New Chicks are registered on Mondays and Wednesdays.

New Chicks received after 2pm each Wednesday will be registered the following Monday.

Awarded Hours & Claimed Hours

Please select the maximum hours you would like to claim for i.e. the maximum hours you will require to use our service each week.

Hours can be amended after the registration if required by completing another form.

Increase Hours – Morning & After School

If you need to increase your claimed hours, we require a minimum of two weeks' notice.

Reduce Hours – Morning & After School

If you would like to reduce your claimed hours, we require a minimum of two weeks' notice.

Increase Hours – Out of Term Hours

If you require an increase your hours for Out of Term, we require a minimum of two weeks' notice.

Leavers

We require a minimum of two weeks' notice if you would like to make your child a leaver on the NCS Hive.

Important Information - Parent Confirmation

Parents will receive an email notification from the Hive Portal where they must accept their registration. If this step is not carried out, your NCS award will not be applied and you will be charged privately for each week it is not accepted.



UNIT 39, THE VILLAGE MILL ENTERPRISE PARK, RATHNEW, CO. WICKLOW, A67 VE22, TEL: 087 272 4881

WWW.ROSKIDS.IE