

# Information Pack for unmarried parents

T: 01 670 0120 E: [info@treoir.ie](mailto:info@treoir.ie) W: [www.treoir.ie](http://www.treoir.ie)

 [facebook.com/treoir](https://facebook.com/treoir)  [@treoir](https://twitter.com/treoir)  [@Treoir2019](https://www.instagram.com/Treoir2019)



To keep up-to-date with relevant budget and legal changes,  
visit our website [www.treoir.ie](http://www.treoir.ie), follow us on Facebook or phone  
Treoir's Information Service at 01-6700 120

The information in this Pack is not to be considered medical or legal advice. Specific medical or legal advice should be obtained from a registered health or legal professional.

While every effort has been made to ensure that the information is accurate, no responsibility can be accepted by Treoir for any error or omission. The Pack is a guide only.

**DATE OF PRINT: AUGUST 2019**

# Contents

2	Guardianship	22	Money if you are <b>not</b> working after the birth
4	Custody and Access	24	Money if you <b>are</b> working after the birth
6	Cohabitation	25	Rent Supplement
8	Maintenance	28	Income tax / Universal Social Charge
10	Establishing paternity / DNA testing	29	Opportunities in education and training
11	Registration of Births	31	Habitual Residence Condition
13	Passport applications	32	Child abduction
14	If you marry after your baby is born	33	Domestic violence
15	Shared parenting where parents are living apart	34	Harassment
16	Mediation	36	Useful contacts
17	Unplanned pregnancy services	38	Treoir publications
20	Money during pregnancy	39	HSE Sexual Health & Crisis Pregnancy Programme Support Materials
21	Medical care	40	Index
	Maternity / Paternity / Parental leave		

Keep informed  
follow us on



[facebook.com/treoir](https://facebook.com/treoir)



[twitter.com/treoir](https://twitter.com/treoir)



[@Treoir2019](https://www.instagram.com/Treoir2019)

Telephone 01 670 0120

[www.treoir.ie](http://www.treoir.ie)

[info@treoir.ie](mailto:info@treoir.ie)

**treoir**

- Treoir is a membership organisation which promotes the rights and welfare of unmarried parents and their children in Ireland.
- Treoir provides a specialist, national, free, confidential information service to:
  - unmarried parents - mothers and fathers
    - living together
    - living apart
    - opposite and same-sex
  - grandparents and other relatives
  - professionals working with
  - unmarried parents.
- Treoir provides outreach information workshops on request to groups of unmarried parents and those working with them on legal issues, social welfare, parenting etc.
- Treoir is responsible for the management of the national co-ordination of the Teen Parents Support Programme (TPSP).
- Treoir is a non-governmental organisation funded by the Health Service Executive, the HSE Sexual Health & Crisis Pregnancy Programme, TUSLA and the Citizens Information Board.

# Guardianship

for more information see: [www.treoir.ie/information-guardianship.php](http://www.treoir.ie/information-guardianship.php)

## What is guardianship?

Guardianship means having the right and responsibility to be involved in making major decisions about the upbringing of a child, for example

- Where the child lives
- Passport applications
- Consent to taking the child out of the country
- Where the child goes to school
- Consent to medical treatment
- Religion of the child
- Consent to adoption

...and other matters affecting the welfare of the child.

## When a child is born who is automatically its guardian?

The mother is always a guardian. A father does not have automatic guardianship rights at the time of a child's birth even if his name is on his child's birth certificate.

## How does the father get guardianship rights?

- By signing a Statutory Declaration (S.I. No 5 of 1998) with the mother, if she consents. This form can be downloaded from the 'guardianship' section of our website Treoir.ie
- By satisfying the cohabitation period: A father who lives with the child's mother for at least 12 consecutive months including not less than three months after the child's birth, will automatically be the guardian of his child. The three month period does not have to take place directly after the birth of the child. It can be fulfilled any time before the child turns 18 provided it is part of the 12 consecutive months during which the parents have lived together. The cohabitation period can only be calculated going forward from the commencement date of the Children and Family Relationships Act 2015. This means that guardianship will only be acquired automatically where the parents live together for at least 12 months after the 18th of January 2016.
- By applying to the local District Court to be appointed a guardian
- By marrying the mother.

**A father does not automatically have guardianship rights if his name is on the birth certificate.**



## Who else can become a guardian?

Since the commencement of the relevant legislation contained in the Children and Family Relationships Act 2015, on the 18th January 2016, it is possible for a person other than a parent to apply to court to be appointed as guardian of a child.

An application can be made by

- a person who is married to or is in a civil partnership with, or has been for over 3 years a cohabitant of, a parent of the child and has shared the responsibility of the day-to-day care of the child for at least 2 years.
- a person who has provided for the day-to-day care of the child for a continuous period of 12 months or more and where the child has no parent or guardian who is willing or able to exercise guardianship rights and responsibilities in respect of the child. TUSLA, the Child and Family Agency, will be notified of such an application.

## Temporary Guardianship

A qualifying guardian \* may nominate a person to act as a guardian if he/she is unable, through serious illness or injury, to exercise his/her guardianship rights. The nomination form is available on [Treoir.ie](http://Treoir.ie) under the 'guardianship' section

\*A qualifying guardian, in relation to a child, means a person who is a guardian of that child and who:

- is the parent of the child and has custody of him/her, or
- not being the parent of the child has custody of him or her to the exclusion of any living parent of the child.

## Testamentary Guardianship - Make a will

All parents who are guardians, but especially parents who are sole guardians, should make a will appointing guardians of their children to act on their behalf in the event of their death.





# Custody and Access

for more information see: [www.treoir.ie/information-access-and-custody.php](http://www.treoir.ie/information-access-and-custody.php)

## Custody

Custody is having the responsibility for the day-to-day care of a child.

### Who has custody?

Where parents are not married to each other:

- The Mother of a child born outside marriage has automatic sole custody of her child. Where both parents agree, it is possible for them to share custody (joint custody) of the child on an informal basis. If parents are having difficulty agreeing joint custody they could consider Mediation (see page 16) or Collaborative Law (see page 5)
- Where an agreement for custody and/or access is entered into and made in writing (including written agreements made during mediation), an application can then be made to court for an order to make that agreement a Rule of Court.
- Where the parents cannot agree, the father can apply to the local District Court for joint or sole custody.
- In certain circumstances, relatives and certain other persons can apply to the court for custody or joint custody of a child. For detailed information see 'Access and Custody' at Treoir.ie

## Access

Access is the right of a child and a parent and/or guardian who do not live together to spend time together. This right can also be granted to relatives and others.

### Who has access?

- Where one parent has full custody that parent can informally agree to the other parent having access to their child
- If parents are having difficulty agreeing access they could consider Mediation.
- The other parent can go to the local District Court to apply for access.

Any person who is related to a child (for example grandparent, step-parent, aunt, uncle) or who has acted as a parent to the child (in loco parentis) and certain other persons can apply to the local District Court for access to a child.

## What is Mediation?

If you are having difficulty reaching agreement about times/places of access or any parenting issues you could try mediation. Mediation is where a third party, a mediator, attempts to help parents reach agreement and to work out arrangements concerning their children. See page 16.

## Collaborative Law

Collaborative Law is another way of sorting out family disputes. Parents work with specially trained solicitors. They receive legal advice and guidance and together with their solicitors, discuss and try to sort out issues through face-to-face meetings. Contact the Association of Collaborative Practitioners on 01 230 2157, email:info@acp.ie or visit acp.ie.

**If you think you might qualify for Legal Aid contact your local law centre,  
LoCall 1890 615 200 / 066 971 000 or visit [www.legalaidboard.ie](http://www.legalaidboard.ie).**

With all cases involving children, any decision made by the court will be made in the best interests of the child and the court will consider the views of the child where possible given his/her age and understanding.

## Enforcement Orders

Where there is a court order in place for either access or custody and the access or custody is either unreasonably denied or not taken up, a parent/guardian of the child may apply to the court for an enforcement order. Before making an enforcement order the court will consider the views of the child where possible given his/her age and understanding.

The enforcement order may provide for one or more of the following:

- that a parent and/or guardian be granted additional access to the child
- that a parent and/or guardian be reimbursed for any expenses they may have had as a result of the refusal to either take up or allow the access
- that either or both parties do one or more of the following: receive information about the availability of mediation, attend a parenting programme, attend family counselling.

**Many people represent themselves in the District Court.**

### Contact

Find your local Law  
Centre  
LoCall 1890 615 200  
066 947 1000  
[www.legalaidboard.ie](http://www.legalaidboard.ie)

District Court Family  
Law Office  
Dublin  
01 888 6000

Find your local  
District Court office at  
[www.courts.ie](http://www.courts.ie)

Free Legal Advice  
Centres (FLAC)  
LoCall 1890 350 250  
01 874 5690  
[www.flac.ie](http://www.flac.ie)

# Cohabitation

for more information see: [www.treoir.ie/target-co-habiting.php](http://www.treoir.ie/target-co-habiting.php)

## Who are cohabitants?

Cohabitants are two opposite or same-sex adults who are:

- Living together in an intimate and committed relationship.
- Not married to each other.
- Not in a civil partnership (this procedure, which only applied to same-sex couples, is no longer available).

If you are a 'qualified cohabitant' and your relationship ends, either through separation or death, you may be able to apply to the court for rights under the 'redress scheme'. You do not have to be a qualified cohabitant to seek maintenance for a child (see page 8).

## Who is a qualified cohabitant?

You are a qualified cohabitant if you:

- have been cohabiting for at least 5 years or 2 years if you have had a child together and you must be able to show that you are financially dependent on your ex-partner.

### NOTE

- You cannot be a qualified cohabitant if either of you is married to someone else and have not been living apart from your spouse for at least 4 of the previous 5 years.

## What can I apply for under the redress scheme?

If you are a qualified cohabitant you can apply to the court for certain orders, including a Compensatory Maintenance Order and/or an order in relation to property.

### NOTE

- You must apply within 2 years of your relationship ending.
- Generally you must have been living in Ireland for the year before your relationship ends in order to make an application.
- Should your partner die you can claim from his/her estate without having to show financial dependence.

## Cohabitants' Agreements

Cohabitants can make a cohabitants' agreement dealing with their finances. It is also possible to make a legal agreement to opt out of the redress scheme.

## Other things cohabitants should know:

### Fathers

An unmarried father does not have any automatic legal rights to his child even if his name is on his child's birth cert. However, if after the 18th January 2016, a father at any time cohabits continuously with the mother of his child for a period of 12 months, including 3 months after the child is born, he will automatically become the guardian of his child. For more information, see page 2.

### Property

Cohabitants are not treated in the same way as married people in relation to any property they may own or share.

Where a house is being bought jointly it is advisable to sign a co-ownership agreement. Check with a solicitor whether it is best for you to have a Joint Tenancy or Tenancy in Common in relation to the house

### Inheritance Tax

Cohabitants do not have automatic inheritance rights from each other.

- Cohabiting partners pay Capital Acquisitions Tax (CAT) at 33% on gifts/inheritance over €16,250.
- You can receive a gift or inheritance of a home without paying CAT under certain conditions. See 'Cohabiting Parents' at [www.treoir.ie](http://www.treoir.ie)

### Income Tax

Cohabitants cannot claim income tax relief in respect of each other.

### Social Welfare

Cohabiting families are treated in the same way as married families for social welfare purposes. Both incomes will be taken into account when assessing means.

### Domestic Violence

A cohabitant can apply for a safety order, a barring order or an interim barring order and/or a protection order. See page 33.

### Children of cohabiting parents

All children have the same succession and maintenance rights whether their parents are married or not.





# Maintenance

for more information see: [www.treoir.ie/information-maintenance.php](http://www.treoir.ie/information-maintenance.php)

There is no set amount of maintenance. It depends on the financial situation of the parents

## Maintenance for the child

Both parents have a duty to financially maintain their dependent children up to the age of 18, or up to age 23 if the child is in full-time education.

A cohabitant of a person who is a parent, or a cohabitant of a person who has the day-to-day care (in loco parentis), of a child may have to financially maintain the child, where he/she is not the parent but is a guardian. If a non-parent is ordered to pay maintenance the order will remain in place up until the child is 18 years of age (unless the court orders otherwise).

### Arranging Maintenance

- Informal agreements may be made regarding maintenance.
- It can be difficult to agree on a figure. Write down the actual cost of rearing your child.
- Try and be reasonable about what each of you can contribute from your income, social welfare payments etc.
- If you cannot agree on a figure you could try mediation. See page 16.
- If this doesn't work, you can apply to court for a maintenance order.
- There is no set amount of maintenance. It depends on the financial situation of the parents
- €150 is the most the District Court can order for each child per week. There is no maximum amount in the Circuit Court.
- Either parent can go back to court and ask to have the amount increased or decreased as circumstances change. This is called a **Variation Order**.
- If the other parent doesn't pay then you can ask the court to ask his/her employer to deduct the amount of maintenance from his/ her wages. This is called an **Attachment of Earnings Order**. The employer sends the maintenance amount to the court who then passes it on to you or the employer may send it directly to you. An Attachment of Earnings Order can be requested at the first court hearing for maintenance.

### **Maintenance for qualified cohabitants:**

If at the end of your relationship you are a 'qualified cohabitant' and can show financial dependence on your partner you may apply to the court for maintenance under the redress scheme. See page 6.

### **What if the parent who is, or should be, paying maintenance lives abroad?**

A person who wishes to apply for, vary or enforce, maintenance from a person who lives outside of Ireland may seek the assistance of the Irish Central Authority for Maintenance Recovery, provided that the country where the other parent lives is signed up to the relevant UN Convention, or is party to the EC Council Regulation 2009 (see links at [www.treoir.ie](http://www.treoir.ie)). This includes all EU countries and the USA.  
Tel: 01-4790200 / E-mail: [mainrecov@justice.ie](mailto:mainrecov@justice.ie).

**See page 22 & 23 for details on how maintenance affects your One-Parent Family Payment and Rent Supplement.**

**For more information see 'maintenance' at [www.treoir.ie](http://www.treoir.ie).**

### **Contact**

Find your local Law Centre:  
The Legal Aid Board  
066 947 1000  
LoCall 1890 615 200  
[www.legalaidboard.ie](http://www.legalaidboard.ie)

District Court Family Law Office  
Dublin  
01 888 6000

Find your local  
District Court office at  
[www.courts.ie](http://www.courts.ie)



# Establishing paternity / DNA testing

for more information see: [www.treoir.ie/information-paternity.php](http://www.treoir.ie/information-paternity.php)

Where parents are not married to each other and a man's name is on a child's birth certificate then he is presumed to be the father of that child (this does not give the father any legal rights to his child).

It may be necessary, for legal reasons or 'peace of mind', to have a paternity test done where paternity is disputed. If a parent/alleged parent refuses to undergo paternity testing, it may be necessary to go to court. The court may order that paternity testing be carried out as part of a court procedure, for example access, maintenance and/or guardianship. A judge can draw inference from a refusal to take a DNA test. It is also possible to apply to the Circuit Court for a Declaration of Parentage.

## Testing Procedure

Testing is carried out using either blood samples or mouth swabs (inside of mouth) taken from the mother, child and alleged father. Samples are taken by the testing service or it may be possible for the testing service to send a kit to your GP who will then take samples. It is important to note that not all GPs provide this service. Results should be available within 2 - 3 weeks.

*Note: Where the father refuses to be named, or the mother refuses to name the father, on the child's birth certificate, test results alone are not sufficient evidence to put the father's name on the birth certificate. However a court order for maintenance, access, guardianship or a declaration of parentage can be used as evidence of paternity to put the father's name on the birth certificate.*

***Having the father's name on your child's birth certificate helps to establish your child's sense of identity as he/she grows up.***

For contact details of some of the paternity testing services see [www.treoir.ie](http://www.treoir.ie)

When using a company for DNA testing it is important to make sure it has been approved by an appropriate authority.

See 'Establishing Paternity' at [www.treoir.ie](http://www.treoir.ie)  
Tel: 01 6700 120 Email: [info@treoir.ie](mailto:info@treoir.ie)

# Registration of Births

for more information see: [www.treoir.ie/information-registration.php](http://www.treoir.ie/information-registration.php)

## Important things to remember:

- 1 Where possible, it is important for your baby to have the names of both his/her parents on the birth certificate.
- 2 Having the father's name on the birth certificate does not give the father any legal rights to his child. See 'Guardianship' on page 2.
- 3 A child has a right to be financially maintained by both parents and to inherit from them. This applies whether or not the names of both parents are on the birth certificate.
- 4 Where the father's name is on the birth certificate, this does not prevent the mother from getting One-Parent Family Payment.

Your baby should be registered within 3 months of the birth. Register at your local registrar's office. See [www.civilregistrationservice.ie](http://www.civilregistrationservice.ie) to find your local office.

## Surnames

Parents can choose

- Mother's surname.
- Father's surname (but only if the father's name is going on the birth certificate and he agrees).
- Both parents' surnames - a double-barrelled surname - hyphenated and in any order (but again, only if the father's name is going on the birth certificate and he agrees).

## How can the father's name be registered?

- Both parents can register the birth together.
- Either parent can bring a form signed by the father and correctly witnessed. This form (Statutory Declaration) can be obtained from your local registrar's office.
- Either parent can show a copy of a court order naming the father, e.g. access, maintenance or guardianship. You do not need the consent of the other parent but he/she will be informed. The consent of both parents is required to change the child's surname.

## Re-Registration

- If the child has been registered in the mother's name only, it is possible to re-register the birth at any time to have the father's details added. See above.

The Civil Registration (Amendment) Act 2014 will, when commenced, make it compulsory to register the father's name on his child's birth certificate (with some exceptions) and will change much of the information in this section. To keep up-to-date with these changes, visit [www.treoir.ie](http://www.treoir.ie), follow us on Facebook or phone Treoir's information service on 01 670 0120.



for more information see  
[www.treoir.ie/information-registration.php](http://www.treoir.ie/information-registration.php)

# Think before you register!

## Changing a child's surname

It is possible to change a child's surname on his/her birth cert by:

- **Marriage.** Where the parents marry each other following the birth of their child and they both agree to the change.
- **Re-registration.** The birth is being re-registered to add the father's details and both parents agree to the change.

You can change a child's surname in the following ways (but this will not change the birth cert):

- **Deed Poll.** The Deed Poll is an official document that shows a person has changed his/her name. The Deed Poll can be used with the birth certificate as proof of change.
- **Common Usage.** A new name is 'commonly used'. It is possible to use this name on a passport if you can show two forms of formal proof that you are using this name for at least two years.

## If you are/were married to a man who is NOT the father of your baby and you want to put the birth father's name on the birth certificate.

In order to proceed you must have a sworn statement from the father swearing he is the father and have either:

- a sworn statement from your husband saying he is not the father  
or
- a deed of separation and a sworn statement from you saying you were living apart from your husband for more than 10 months before the birth of your child  
or
- an Irish divorce dated or stating that you were living apart from your husband for at least 10 months before your child was born. To make sure a foreign divorce is valid check this out with the General Register Office.  
or
- any court order which names the biological father as father, e.g. guardianship, access, maintenance.

### Contact

General Register Office  
LoCall 1890 25 20 76  
090 663 2900  
[www.welfare.ie](http://www.welfare.ie)

Deed Poll Section  
The Four Courts  
01 888 6870  
[www.courts.ie](http://www.courts.ie)

Department of Justice  
LoCall 1890 221 227  
01 602 8202  
[www.justice.ie](http://www.justice.ie)

Civil Registration Service: [www.civilregistrationservice.ie](http://www.civilregistrationservice.ie)

# Passport applications

for more information see: [www.treoir.ie/information-passports.php](http://www.treoir.ie/information-passports.php)

## Consent to passport applications

Where the mother is a sole guardian, only she is required to sign the Passport Application Form. This applies even if the father's name is on the child's birth certificate. The mother will have to sign an affidavit form (AFF1) in the presence of a Commissioner for Oaths (solicitor) stating that she is the sole guardian. The affidavit form can be downloaded from the 'passports' section at [www.treoir.ie](http://www.treoir.ie). Alternatively, if the father's name is on the child's birth certificate, both parents can sign the passport application even though the father is not a joint guardian of the child.

Where a child has two guardians the signature of each guardian is required on the Passport Application Form (APS 1E). If a child has more than two guardians, the signatures of no more than two guardians are required on the Passport Application Form. (Note: a court appointed non-parent guardian, e.g step-parent, grandparent, may/may not have been granted the right to consent to a passport).

If a guardian refuses to sign the Passport Application Form then the parent/guardian seeking the passport may apply to the local District Court to request the other guardian's consent be dispensed with.

Passport application forms are available from the Passport Office, garda stations, most post offices, many Citizen Information Centres and libraries.

- Where one or both parents is an Irish citizen or entitled to be an Irish citizen the long form birth certificate or passport of the Irish parent will be required.
- Where neither parent is an Irish citizen there are different requirements depending on the nationality and/or on where the parents live.

For more information about 'Passports for Children'  
See <https://dfa.ie/passports-citizenship/passportsforchildrenfor/>

Only when the father is a joint guardian is his consent required to the passport application for his child.



### Contact

The Passport Office:  
Dublin 01 671 1633  
Cork 021 494 4700



## If you marry after your baby is born

for more information see: [www.treoir.ie/information-step-parent-adoption.php](http://www.treoir.ie/information-step-parent-adoption.php)



### Legal Implications

If the parents marry each other after the birth, the father, who is not already a guardian, becomes a joint guardian of his child. See 'Guardianship' page 2. It is possible to re-register the birth to change the surname of your child where both parents agree. See page 12.

If you marry someone who is **not** the father:

- Your husband has no legal rights to your child. However, it is possible for him to apply for guardianship rights. See page 2.
- You can make a will naming your husband as guardian of your child. This is called Testamentary Guardianship. See page 3.
- It is possible for your husband to adopt your child. The Adoption Amendment Act which commenced in October 2017 allows for the adoption of a child by his or her step-parent (without the previous requirement for the child's biological parent to adopt his or her own child. For further details contact TUSLA, the Child and Family Agency - [www.tusla.ie](http://www.tusla.ie))
- Adoption is a serious step as it ends all links between your child and her/his biological father and family. You need to think about it carefully.
- A birth father must be consulted about the adoption of his child and if he is a guardian his consent is required.

If the biological parents marry each other following the birth, the father will become a joint guardian of his child.

#### Contact

The Adoption Authority of Ireland  
01 230 9300  
[info@aai.gov.ie](mailto:info@aai.gov.ie)  
[www.aai.gov.ie](http://www.aai.gov.ie)

TUSLA, The Child and Family Agency  
01 771 8500  
[info@tusla.ie](mailto:info@tusla.ie)  
[www.tusla.ie](http://www.tusla.ie)

# Shared parenting where parents are living apart

for more information see: [www.treoir.ie/target-shared-parenting.php](http://www.treoir.ie/target-shared-parenting.php)

Parents are very special to their children.

It is important for children that, where possible, both parents are involved in the parenting. Children need to know that they have two parents and who their parents are, so that they will have a good sense of their own identity.

## Talk to your children about the other parent

- Be honest and truthful with your child about issues such as:
  - why you are not living with the other parent
  - who the biological father is, if you have a new partner
- Start telling your child early about the family situation and build on this information as you go along.
- Be positive about the other parent - s/he must have some good points!
- If you can't be positive be neutral.
- Let your child know s/he can ask questions about the other parent.

Tell relatives and staff at the crèche/school about your situation and what your child knows. It is important that you are all dealing with the same facts.

## Positive pointers for shared parenting

- Parenting is a job for life and for children there is no such thing as an ex-parent.
- Children recognise the importance of a continuing relationship or link with both parents, no matter how distant or how little the contact.
- Remember that it is not adding people to children's lives but taking important people away that is hard for children to accept.
- Listen well to children - it is important for them to know that they are being listened to.
- Children find it difficult to cope with conflict between their parents.
- Most important of all, be positive about your children. They are unique and important human beings. Children's confidence and self esteem blossom when they hear good things about themselves and about the people who are close to them.

It is important that your child feels loved by both parents and can feel free to love both of you as parents.

## Children recognise the importance of a continuing relationship or link with both parents, no matter how distant or how little the contact.

Download Treoir booklet 'Family Links' at [Treoir.ie](http://Treoir.ie)  
View Barnardos list of Parenting Courses at [Barnardos.ie](http://Barnardos.ie)  
View Parent Supports at [OneFamily.ie](http://OneFamily.ie)





# Mediation

Mediation allows parents to be in charge of their own decisions.

If you are having difficulty in agreeing parenting issues you might think about mediation.

Mediation is where a third party, a mediator, attempts to help parents reach agreement and to work out arrangements concerning their children.

- Mediation helps parents to be in charge of their own decisions.
- Both parents must be willing to discuss things and to allow for a bit of give and take.
- Mediation promotes good communication and co-operation between parents.
- Parents are helped to remain as partners in parenting.
- An agreement made through mediation can be made a rule of court. This means that it is made legally binding in the same way as a court order.
- It is usually better if parents can reach their own decisions instead of a court making decisions for them.

Find your nearest free-of-charge mediation service listed on [legalaidboard.ie](http://legalaidboard.ie) or phone 01 874 7446.

To access a fee-based mediation service contact the Mediators Institute of Ireland on **01 609 9190** or visit [themii.ie](http://themii.ie)



# Unplanned Pregnancy Support Services

**MyOptions Support Services offer a range of services such as:**

1. My Options freephone line
2. Unplanned pregnancy counselling sessions: what to expect
3. Use recognised unplanned pregnancy counselling agencies
4. Unplanned pregnancy support services for men and partners
5. Unplanned pregnancy counselling sessions - confidentiality
6. Find a face-to-face unplanned pregnancy counselling service

## **My Options free phone line**

An unplanned pregnancy may leave you feeling worried and confused. You may or may not have many conflicting and strong feelings about your pregnancy.

My Options is a HSE free phone line that provides free and confidential information and counselling to people experiencing an unplanned pregnancy.

Unplanned pregnancy counselling can support you to cope with your unplanned pregnancy. It can help to talk to someone who can help support you to find the answers to your questions.

## **How to contact My Options**

### **For Information and counselling**

Monday to Friday: 9am to 9pm

Saturday: 10am to 2pm

### **and Medical advice:**

24 hours a day, 7 days a week

### **Freephone: 1800 828 010**

Outside of the Republic of Ireland: +353 1 687 7044

## Irish Sign Language

Book an appointment to access the service using sign language through Irish Remote Interpreting Service.

If you phone MyOptions counselling service outside of opening times or if all counsellors are busy, you can leave a message. A counsellor will phone you back during opening times. They will return your call as soon as they can, ideally on the day, but certainly within 24 hours. MyOptions will attempt to contact you twice.

MyOptions will support you through an unplanned pregnancy, no matter what option you choose.

## If you or someone you know doesn't speak English

If you don't speak English MyOptions can provide you with an interpreter. They will help you speak to a MyOptions counsellor over the telephone in your own language.

MyOptions can provide an interpreter for 240 different languages. This service is free and confidential. If you would like to speak to a MyOptions counsellor using an interpreter, call them on freephone 1800 828 010.

You or someone on your behalf will need to:

- tell MyOptions what language you speak
- give them your phone number



## How MyOptions can help

MyOptions helpline can provide you with information and support on all your options, including continued pregnancy supports and abortion services.

They can provide you with counselling over the phone. They can also provide you with information on free face-to-face counselling.

If you choose to continue with your pregnancy, they can support you with this option.

If you decide that you want to have an abortion, MyOptions can provide you with information on abortion services. They can also provide you with post-abortion support.

My Options provides a 24/7 nursing team for medical support and reassurance to people who are in the process of having, or who have recently had, an abortion.

The nursing team can provide medical advice if you are experiencing clinical symptoms following an abortion, for example bleeding or pain. They can also advise on when to go to a doctor.

Unplanned pregnancy counselling is not just for someone who is pregnant. Speaking with a MyOptions counsellor can help if you are a partner of someone who is pregnant.



# Money during pregnancy

## If you are not working:

- Make direct contact with your local Social Welfare/Intreo Centre and check what you may be entitled to, for example, Jobseeker's Allowance or Jobseeker's Benefit.
- Bring your birth certificate with you.

## Apply to your local Intreo Centre\* as you may be entitled to:

- Supplementary Welfare Allowance
- Medical Card / G.P. Visit Card
- Rent Supplement
- Once-of payment for exceptional expenses

\*find your local Intreo Centre at [www.welfare.ie](http://www.welfare.ie)

## If you are working:

- You may qualify for Maternity Benefit if you have paid enough Social Insurance Contributions (check with the Maternity Benefit Section). See below.
- You must apply for Maternity Benefit at least 6 weeks before you intend to go on Maternity Leave.
- You may also be entitled to Health and Safety Benefit Leave if there is a risk for you in your work while you are pregnant or breastfeeding and your employer cannot remove the risk or give you alternative risk-free duties.

## How much Maternity Benefit will I get?

If you qualify for Maternity Benefit you will get €245 per week. Some employers will continue to pay an employee in full while on Maternity Leave. Check with your employer.

Maternity Benefit will be taxed. However you will not pay PRSI or Universal Social Charge.

You can get Maternity Benefit for the 26 weeks of Maternity Leave.

If you are already receiving One-Parent Family Payment you may still be entitled to half rate Maternity Benefit if you satisfy the contribution conditions.



## Medical care Maternity / Paternity / Parental leave

### Medical care

Ante-natal (before birth) care and post-natal (after birth) care in the public health services are generally free to all women ordinarily resident in Ireland. Non medical card holders may have to pay some charges.

#### Ante/Post Natal Leave

- You are entitled to take paid time off to attend ante-natal appointments.
- You are entitled to take paid time off to attend one set of ante-natal classes for one pregnancy only.
- You are entitled to take paid time off for medical visits related to the pregnancy for 14 weeks after the birth.
- Fathers are entitled to paid time off to attend two ante-natal classes as a once off, i.e. for one pregnancy only.

### Maternity leave

- You are entitled to Maternity Leave no matter how recently you have started work or how many hours you work per week.
- You are entitled to 26 weeks Maternity Leave.
- You can also take an additional 16 weeks Maternity Leave, but you won't get Maternity Benefit for these extra 16 weeks. See page 20.

### Paternity leave / Benefit

- Fathers (or relevant parents\*) are entitled to two weeks of paternity leave and two weeks of paternity benefit. This leave can be taken any time within 26 weeks of the birth. Paternity benefit will be paid at a rate of €245 per week, the same as maternity benefit, and will be based on the same PRSI contribution requirements.

\* For more information on 'relevant parents' visit [treoir.ie/information-money.php](http://treoir.ie/information-money.php)

### Parental Leave

- Each parent is entitled to 18 weeks unpaid parental leave for each child. The leave must be taken before the child is 8 years old. The leave may be 'broken up' with the agreement of your employer.

For more information on benefits see: [www.welfare.ie](http://www.welfare.ie)

For more information on leave see: [www.workplacelrelations.ie](http://www.workplacelrelations.ie)



## Money if you are **not** working outside the home following the birth of your baby

### One-Parent Family Payment (OFP)

You are entitled to One-Parent Family Payment (OFP) if you:

- Have at least one child below the relevant age limit. From 2nd July 2015 the age limit is 7 years of age, however there are exceptions.
- Have the main care of your child
- Are not cohabiting
- Satisfy the means test - See page 24
- Satisfy the Habitual Residence Condition - See page 31.

Your entitlement to OFP is not affected:

- By having the father's name on the birth certificate
- If you are living at home with your family
- If you are still at school or college.

The current maximum rate of OFP per week for a parent plus one child is €237.00. For each additional child under twelve you get €34.00 per week, and for a child over twelve €37.00.

### Things you should know about maintenance payments:

- You will be asked by the Department of Social Protection to try and get maintenance from the father of your child after your payment has been granted even if the father's name is not on the birth certificate.
- If you get maintenance from the other parent then your OFP will be reduced by about half of the amount of maintenance you get.
- If the maintenance is paid directly to the Department you will not get the benefit of it.
- Rent or mortgage interest payments may be allowed against maintenance up to a maximum of €95.23 per week.
- If you are getting Rent or Mortgage Interest Supplement\*
  - The first €95.23 of maintenance will be fully assessed for Rent Supplement purposes.
  - Any maintenance over €95.23 is assessed differently.

\*Mortgage interest relief will be cut in 2018. The relief for people with loans from 2004-2012 is being continued to 2020 but at just 75% the rate in 2018, 50% in 2019 and 25% in 2020.

**For more information on Rent Supplement see: [www.welfare.ie](http://www.welfare.ie)**





If you get maintenance from the other parent  
your OFP will be reduced by about half of the  
amount of maintenance you get.

## Other Entitlements

**Child Benefit** - €140 per month for each child under 16 years of age or under 18 if the child is in full-time education.

### The Early Childhood Care and Education Scheme (ECCE)

Children will be able to start ECCE (free pre-school) when they reach 2 years and 8 months of age and continue until they transfer to primary school (provided that they are not older than 5 years and 6 months at the end of the pre-school year). There will be only one entry point to the ECCE scheme from September 2018.

Download the Early Childhood Ireland ECCE Guide for Parents at <https://www.earlychildhoodireland.ie/wp-content/uploads/2017/03/ECCE-Guide-for-Parents-2018.pdf>

### You may also qualify for:

- Medical Card / G.P. Visit Card
- Rent Supplement (see page 25)
- Housing Assistance Payment (HAP) see page 26
- Back to School Clothing and Footwear Allowance
- Exceptional Needs Payment

**Appeals** - If you think you have been wrongly refused a payment or you are unhappy about a decision about your entitlements you can appeal the decision, within 21 days, to the Social Welfare Appeals Office.

All payments are subject to the Habitual Residence Condition. See page 31.

#### Contact

For further information contact your local Intreo Centre or Social Welfare Office, details at [www.welfare.ie](http://www.welfare.ie)

Early Childhood Care and Education Scheme Childcare Directorate  
Tel: 01 647 3000  
[www.dcy.gov.ie](http://www.dcy.gov.ie)

Child Benefit Section  
LoCall 1890 40 04 00

Social Welfare Appeals Office  
LoCall 1890 747 434  
Tel: 01 673 2800  
[www.socialwelfareappeals.ie](http://www.socialwelfareappeals.ie)



# Money if you are working outside the home following the birth of your baby

## One-Parent Family Payment (OFP)

You are entitled to One-Parent Family Payment (OFP) if you:

- Have at least one child below the relevant age limit. From 2nd July 2015 the age limit is 7 years of age, however there are exceptions.
- Have the main care of your child.
- Are not cohabiting.
- Satisfy the means test - See below.
- Satisfy the Habitual Residence Condition - See page 31.

The current maximum rate of OFP per week for a parent plus one child under 12 is €237.00. For every additional child under 12 you get €34.00 per week, and for a child 12 and over, €37.00

## Means Test: What counts as means?

### Income

The first €150 of weekly earnings is completely disregarded - so it won't affect your OFP. Half of the remainder of your weekly earnings up to €425 is counted as means. If you earn more than €425 a week then you won't qualify for OFP.

### Maintenance

Half of any maintenance you receive will be disregarded and the rest is counted as means. See page 8 for details. See page 22 for how maintenance affects your Rent or Mortgage Interest Supplement

### Savings

The first €20,000 is disregarded and the rest is assessed.

## Additional Supports

- You will get **Child Benefit** no matter what you are earning. See page 23.
- **Back to Work Family Dividend** €34.00 for a child under 12 and €37 for a child 12 and over) may be available for those coming off OFP. Contact your local Intreo office - see below
- You can keep your Medical Card / G.P. Visit Card for 3 years if you have been getting OFP for at least 12 months before taking up work no matter how much you earn.
- The Affordable Childcare Scheme ( more details at [affordablechildcare.ie](http://affordablechildcare.ie) and [dcya.gov.ie](http://dcya.gov.ie))
- The Early Childhood Care and Education Scheme (ECCE). See page 23.

## Working Family Payment (formerly known as Family Income Supplement).

Working Family Payment is a tax-free weekly payment. You may qualify if you are working at least 19 hours a week on low wages. For a family with one child, wages after tax, OFP and maintenance must be less than €521 per week. The rate is higher if there are more children. A maintenance disregard of €95.23 applies in respect of housing costs, while the remainder is assessed at 50%.

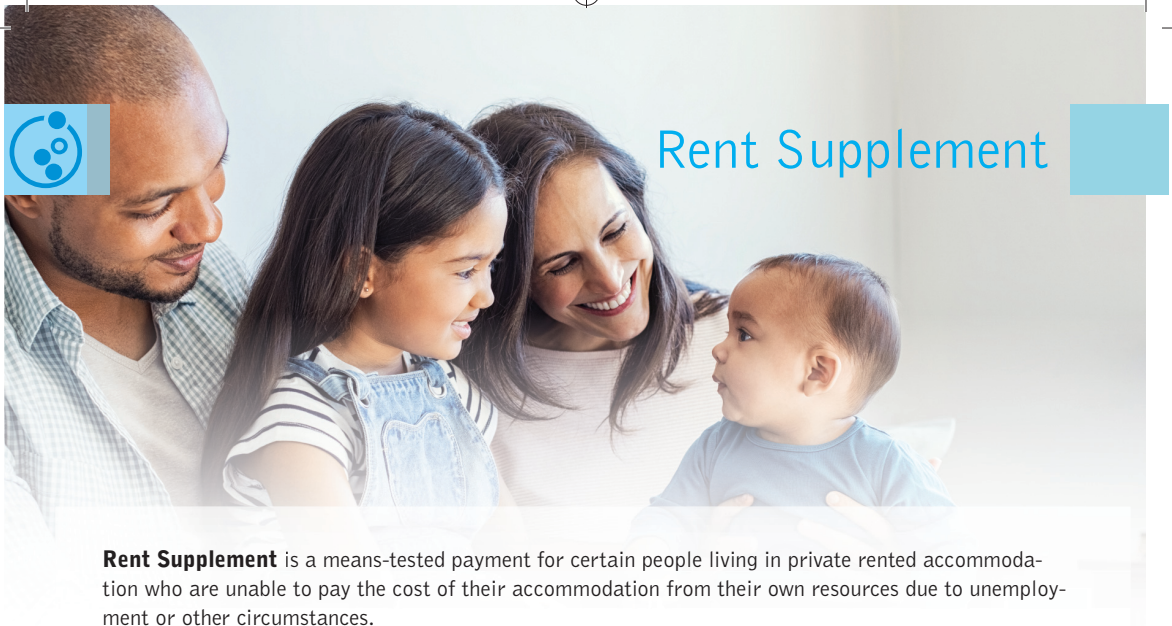
### Contact

For further information contact your local Intreo Centre or Social Welfare Office, details at [www.welfare.ie](http://www.welfare.ie)

Family Income Supplement Section  
LoCall 1890 92 77 70  
043 - 3340000

Employment Support Services  
LoCall 1890 92 79 99

Local Employment Service Network (Obair): [www.localemploymentservices.ie](http://www.localemploymentservices.ie)



# Rent Supplement

**Rent Supplement** is a means-tested payment for certain people living in private rented accommodation who are unable to pay the cost of their accommodation from their own resources due to unemployment or other circumstances.

## If you are not working

To qualify you must have been renting for six out of the last twelve months, or have been in accommodation for homeless persons for six out of the last twelve months. You must also satisfy the habitual residence condition (see page 31). To apply contact your local Intreo Centre or visit **welfare.ie**

If you qualify for Rent Supplement you must still pay at least €30 a week towards your rent. Couples must pay a minimum of €40

In the past, you could apply for Rent Supplement if you were qualified for social housing support and were on the local authority's housing list. However, people in this situation should now apply for the Housing Assistance Payment (HAP). View more details at **Hap.ie**

## If you are working

- Generally you won't qualify for Rent Supplement if you are in full-time employment or self-employment (30 hours or more a week).
- In the case of couples, if one of a couple is in full-time employment, both are excluded from claiming Rent Supplement.
- Any 'additional household income' you earn over the full rate of Supplementary Welfare for one adult and one dependent child (€235.00) will be means assessed as follows:
- The first €75 of AHI is ignored and 25% of income over €75 is ignored\*
- Maintenance is assessed as additional household income and maintenance payments up to €95.23 per week are assessed in full.
- If you are planning to attend third level education and qualify for Back to Education Allow



## Other Housing Support

### Housing Assistance Payment

HAP is a form of social housing support provided by all local authorities. Under HAP, local authorities will make a monthly payment to a landlord, subject to terms and conditions including rent limits, on a HAP tenant's behalf. In return, the HAP tenant pays a weekly contribution towards the rent to the local authority. This 'rent contribution' is based on the household income. It is calculated in the same way as the rent paid by a tenant of a local authority owned property.

HAP provides a more integrated system of housing supports and aims to allow HAP tenants to work full-time and still keep their housing supports.

### Who is eligible for HAP?

- A household that qualifies for social housing support and who is not currently housed by their local authority.
- Your local authority can determine your eligibility for social housing support and HAP
- To qualify for HAP, a household must be qualified for social housing support by their local authority, which means the household must qualify to go on the local authority housing waiting list.
- HAP tenants must find their own accommodation in the private rented market. (This is the same as the current Rent Supplement scheme.)
- The landlord must agree to rent their property to the HAP tenant.
- The local authority will make a monthly payment to the landlord. This payment is made on the last Wednesday of each month. The payment is subject to terms and conditions including rent limits, and that the HAP tenant pays their rent contribution to the local authority.
- The HAP tenant pays their rent contribution to the local authority. Rent contributions will generally be made through An Post's Household Budget Scheme. If the HAP tenant does not pay this rent contribution, HAP payments to their landlord will be suspended and eventually stopped. The HAP tenant is then responsible for paying the full rent themselves.



## If you are planning to attend full-time third level education

- If you are planning to attend third level education and qualify for Back to Education Allowance (BTEA) you may retain or apply for Rent Supplement (qualifying criteria applies)
- If you are planning to attend third level education and are receiving One Parent Family Payment you may need to consider which option is most beneficial for you: OFP and SUSI Grant (if eligible, qualifying criteria applies) or transfer your OFP to BTEA and apply for Rent Supplement (qualifying criteria applies)

For further information on qualifying criteria for social welfare benefits please contact your local Intreo Office listed at [http://www.welfare.ie/en/pages/intreo\\_home.aspx](http://www.welfare.ie/en/pages/intreo_home.aspx) or contact the INOU Information Service listed at <https://www.inou.ie/welfarerights>.

For information on current 1916 Bursary Schemes (scholarship) please see page 30.

## Rental Accommodation Scheme (RAS)

RAS is a social housing support introduced to cater for the accommodation needs of persons who are in receipt of long-term rent supplement (usually 18 months or more) For more details on this scheme contact your local authority listed at:

<http://www.housing.gov.ie/local-government/administration/local-authorities/local-authorities>

## Appealing a decision

If you are not satisfied with a decision made in relation to Rent Supplement, you should first find out why the decision was made. If you are still dissatisfied you can appeal by emailing [swappeals@welfare.ie](mailto:swappeals@welfare.ie) or via your local Intreo Centre

**For more information on Rent Supplement see: [www.welfare.ie](http://www.welfare.ie)**

**For the Housing Assistance Payment see: [www.HAP.ie](http://www.HAP.ie)**

# Income tax / Universal Social Charge

## You are entitled to:

- Your own Personal Tax Credit of €1,650
- Single Person Child Carer Credit of €1,650\*
- A PAYE Tax Credit of €1,650.

\*This tax credit is only available if you are not cohabiting or living with a civil partner/spouse. The tax credit is payable only to the main carer of the child. If the main carer is not working it may be possible to give this credit to the other carer/parent. See [www.revenue.ie](http://www.revenue.ie).

It is possible to have tax credits back-dated (four years maximum) if they have not been claimed.

You will be taxed at the rate of 20% for the first €39,300 you earn and the rest at 40%. Maternity benefit is taxable.

One Parent Family Payment is taxable. Working Family Payment is not taxable.

## Universal Social Charge (USC)

You will pay a Universal Social Charge on your gross income (income before tax). Income of €13,000 or less is exempt from USC. If your income exceeds this limit you will pay the relevant rate of USC on all your income.

### Standard rates of USC in 2019

- income up to €12,012 will be taxed at 0.5%
- income between €12,012 and €19,874 is taxed at 2%
- income between €19,874 and €70,044 is taxed at 4.5%
- income over €70,044 will be taxed at 8%

Social Welfare payments are exempt from the Universal Social Charge.

If you have a full Medical Card and earn more than €12,012 per year, you will pay USC rates of 0.5% on income up to €12,012 and 2% on any income over €12,012



### Revenue Commissioners' LoCall numbers

Border, Midlands,  
West Region  
1890 33 34 25

Dublin Region  
1890 33 34 25

Southwest Region  
1890 22 24 25

East and Southeast  
Region  
1890 44 44 25

[www.revenue.ie](http://www.revenue.ie)



# Opportunities in education and training



## If you are still in secondary school

You are entitled to apply for One-parent Family Payment (OFP) even if you are still at school provided you satisfy the application conditions. View more details at [http://www.welfare.ie/en/Pages/278\\_One-Parent-Family-Payment.aspx](http://www.welfare.ie/en/Pages/278_One-Parent-Family-Payment.aspx)

You are entitled to a **Home Tuition Grant for students on maternity related absences**. You may avail of 90 hours of Home Tuition spread over 6 months according to your needs before and after the birth of your baby. You may attend school part-time while availing of the Scheme. View more details on 'Home Tuition Grants' with the Department of Education and Skills at: <https://bit.ly/2YnsPgQ>

You are entitled to childcare funding under the CETS childcare scheme. Under this Scheme, the maximum amount per child that childcare providers may charge to parents per week is: €25 per week. View more details on 'Your Childcare Options' - <https://bit.ly/2Kb1jK1>

## If you have already left secondary school

If you are aged 15-20 years and did not finish secondary school, Youthreach offers training, work experience and certification up to Leaving Certificate Applied. View more details at [Youthreach.ie](http://Youthreach.ie) or [citizensinformation.ie](http://citizensinformation.ie)

Since September 2017, you will receive an annual Cost of Education Allowance of €500 if you are a parent and getting Back to Education Allowance (BTEA)

If you are a lone parent and are 18 years of age and over and would like to go back and finish secondary school, or attend a community, comprehensive or vocational school, you can switch from OFP (after 3 months). There is no longer a requirement for lone parents aged 18 to be out of education for two years to qualify for BTEA.

If you wish to pursue a third level course and are in receipt of OFP you can apply for BTEA after 9 months.

If you are in receipt of BTEA you can keep your Medical Card/G.P. Visit Card and Rent Supplement. View more details on BTEA at: <https://bit.ly/2ZCbCg4>



## Vocational Training Opportunities

If you are over 21 and receiving OFP for 6 months you can apply for a Vocational Training Opportunities Scheme (VTOS). There are no fees, books are free and you may get a small travel allowance and a free childcare place. View more details at [www.qualifax.ie](http://www.qualifax.ie)

For details of training courses or community employment schemes view:  
[www.localemploymentservices.ie](http://www.localemploymentservices.ie) and [www.solas.ie](http://www.solas.ie)

## If you are already in third level education

If you are already attending or planning to attend third level education in 2019/2020 and are in receipt of a social welfare benefit (OFP, BTEA) you may be eligible for a 1916 Bursary of €5000 per year for the duration of the course. If eligible you may receive this in addition to a SUSI grant. Bursaries will be awarded to students (new entrants) who have been identified by participating Higher Education Institutions as meeting the eligibility criteria. At least 20% of the bursaries must be targeted at lone parents.

Who can apply for the 1916 bursary?

- First-time entrants to higher education in approved institutions
- Undergraduate students on NFQ level 6-8, major award courses
- Full or part-time students
- Students from eligible target groups i.e., lone parents, members of the Traveller Community, ethnic minorities, and people with a disability.

View more details at: <https://bit.ly/31byHXq>

In addition, [u-versity.eu](http://u-versity.eu) offers financial support to individuals 23 years or older who wish to pursue a BA degree in any subject in one of the participating institutions.

## Childcare

There are several subsidised childcare schemes, depending on your circumstances, to support your return to education or training. The level of subsidy and conditions change frequently.

## For up-to-date information view:

The National Childcare Scheme on [ncs.gov.ie](http://ncs.gov.ie). or the Childcare section on [DCYA.gov.ie](http://DCYA.gov.ie) or contact your local City/County Childcare Committee on [www.myccc.ie](http://www.myccc.ie).

Dept. of Education  
and Skills  
[www.education.ie](http://www.education.ie)

Teen Parents Support  
Programme  
[www.tpsp.ie](http://www.tpsp.ie)

Education and Training  
Boards Ireland.  
[www.etbi.ie](http://www.etbi.ie)

[www.studentfinance.ie](http://www.studentfinance.ie)



# Habitual Residence Condition

Habitual Residence is a condition you must satisfy in order to qualify for certain social welfare payments.

## These payments include:

- Jobseeker's Allowance
- One-Parent Family Payment
- Child Benefit
- Supplementary Welfare Allowance (other than once-off Exceptional and Urgent Needs Payments)

Habitual Residence means you have proven close links to Ireland or other parts of the Common Travel Area\*. The most important factors for providing this link are:

- Length and continuity of residence in Ireland or elsewhere
- The length and purpose of any absence from Ireland
- Nature and pattern of employment
- Main centre of interest
- Future intentions

\*The Common Travel Area is Ireland, Great Britain, the Channel Islands and the Isle of Man.

## EU Regulations and Habitual Residence

EU/EEA citizens and Swiss nationals who are employed or self-employed in Ireland and subject to the Irish Social Insurance system do not have to satisfy the Habitual Residence Condition to qualify for Family Benefits. The following Irish social welfare payments are regarded as Family Benefits under EU Regulations

- One-Parent Family Payment
- Guardian's Payment (Non-Contributory)
- Family Income Supplement
- Child Benefit
- Early Childhood Care and Education Scheme (ECCE)

**Habitual Residence is a condition which you must satisfy in order to qualify for certain social welfare payments.**



For more information search for:  
Habitual Residence Condition on  
[www.welfare.ie](http://www.welfare.ie)



# Child abduction

for more information see: [www.treoir.ie/information/abduction.php](http://www.treoir.ie/information/abduction.php)

It is an offence for any person including a parent or guardian to take or send a child under 16 years out of the State:

- (a) in defiance of a court order or
- (b) without the consent of each person who is a guardian or
- (c) without the consent of a person to whom custody of the child has been granted by a court, unless the court grants permission.

The consent of a parent who is not a guardian is not required. However, if that parent has applied to court for guardianship, and a summons has been served, the child cannot be taken out of the country unless the court grants permission.

In a situation where a child is removed within Ireland contact your local Gardaí. In general, these situations will be dealt with in your local District Court as part of custody/access proceedings.

For further information contact your local Garda station and/or the Central Authority for Child Abduction in the Department of Justice and Equality

**It is an offence for a parent or guardian to take a child under 16 years out of the State without the consent of the other Guardian or in defiance of a court order.**

# Domestic violence

for more information see: [www.treoir.ie/information-domestic-violence.php](http://www.treoir.ie/information-domestic-violence.php)

Domestic violence can be physical, sexual or psychological abuse. It can happen to anyone at any time. If you are being abused remember you are not alone, it's not your fault and help is available. All of the orders listed below are available to both opposite and same-sex cohabitants.

## Barring Order

- You can apply for a barring order if your partner is being violent towards you. No minimum period of cohabitation is required.
- A barring order requires the violent person to leave the family home, unless that person owns the family home in full or has greater rights than you to the home.
- A barring order can last up to 3 years and can be renewed.
- You may also apply for an interim barring order where there are reasonable grounds for believing that you are at an immediate risk of significant harm and the granting of a protection order would not offer sufficient protection (see below).

## Safety Order

- You can apply for a safety order no matter how long you have been living together. A parent can apply for a safety order against the other parent of the child even if they have never lived together.
- A safety order prohibits the violent person from further acts of violence or threats of violence. It does not oblige that person to leave the family home.
- A safety order can last up to 5 years and can be renewed.

## Protection Order

- You can apply for a protection order while you are waiting for the court to decide on your application for either a safety or barring order.
- A protection order prohibits the violent person from further acts of violence or threats of violence. It does not require the violent person to leave the home.
- This is a temporary order but will have immediate effect..

If you get any of the above court orders and the violent person breaks it, then the Gardaí can arrest and charge that person.

To apply for an order you must go to your local District Court office (see Courts Service below). Incidents of domestic violence can be reported at your local Garda Station.

### Contact

Local Garda Station  
[www.garda.ie](http://www.garda.ie)

Courts Service 01 888 6000  
[www.courts.ie](http://www.courts.ie)

National Women's Aid Helpline  
Freephone: 1800 341 900

Could you be in an abusive  
relationship? See [www.2in2u.ie](http://www.2in2u.ie)

For a list of support services around the country see: [www.safeireland.ie](http://www.safeireland.ie)

Cosc - The National Office  
for the Prevention of  
Domestic Sexual and  
Gender based Violence  
01 476 8680, [www.cosc.ie](http://www.cosc.ie)

Amen  
Support for male victims of  
domestic violence 01 5543811  
[www.anyman.ie](http://www.anyman.ie)



# Harassment

for more information see: [www.treoir.ie/information-harassment.php](http://www.treoir.ie/information-harassment.php)

## It is an offence to harass a person

### Harassment

It is an offence to harass a person, by any means including by use of the telephone. Harassment may take the form of persistently and unreasonably following, watching, pestering or communicating with another person to the extent that it causes that person to be alarmed or distressed.

Incidents of harassment can be reported to your local Garda Station.

If the Gardaí consider that the behaviour complained of amounts to a criminal offence, they may take an action to prosecute through the local District Court.

**Depending on the conviction**, the court may order any of the following in respect of the offending person:

- Not to communicate in any way with the victim for a specified period
- Not to approach within a certain distance of the victim's home or place of work
- To pay a fine of up to (approx) €2,000 or imprisonment for up to 12 months, or both
- To pay a fine or imprisonment for up to 7 years, or both.

#### Contact

The Legal Aid Board  
LoCall: 1890 615 200  
[www.legalaidboard.ie](http://www.legalaidboard.ie)

Local Garda Station  
[www.garda.ie](http://www.garda.ie)

National Women's Aid  
Helpline  
Freephone: 1800 341 900

Could you be in an abusive  
relationship?  
See [www.2in2u.ie](http://www.2in2u.ie)

For a list of support services around the country see: [www.safeireland.ie](http://www.safeireland.ie)

# Coercive Control

Domestic abuse isn't always physical. Coercive control is an act or a pattern of acts of assault, threats, humiliation and intimidation or other abuse that is used to harm, punish, or frighten the victim.

Coercive control is formally defined as psychological abuse in intimate relationships that causes fear of violence or serious alarm or distress that has a substantial adverse impact on a person's day-to-day life, manifesting as a pattern of intimidation or humiliation involving psychological or emotional abuse.

## Harassment

Coercive control or emotional abuse is when a person uses 'coercion' or manipulation to control someone. This type of manipulation aims to make someone dependant on the abuser, isolated from others, afraid to leave the relationship or speak out, and to restrict their behaviour and freedom. Coercive control is very common feature in abusive relationships.

**Since January 2019 coercive control is a criminal offence.**

The following types of behaviour are common examples of coercive control:

- isolating you from your friends and family
- controlling how much money you have and how you spend it
- monitoring your activities and your movements
- repeatedly putting you down, calling you names or telling you that you are worthless
- threatening to harm or kill you or your child
- threatening to publish information about you or to report you to the gardaí or the authorities
- damaging your property or household goods

If any of these issues affect you, and you need to talk to someone, you can reach Women's Aid at 1800 341 900 or at [www.womensaid.ie](http://www.womensaid.ie), and AnyMan at 01 5543811 or at [www.anyman.ie](http://www.anyman.ie) For your Local Garda Station see [www.garda.ie](http://www.garda.ie)

# Useful contacts

## **The Adoption Authority of Ireland**

01 230 9300  
www.aai.gov.ie

## **Aislinn, Dublin (M)\***

Aftercare service for young people leaving care  
01 285 5161  
linda.duggan@hse.ie

## **AnyMan, Dublin (M)\***

01 5543811  
Email: crisis@anyman.ie  
www.anyman.ie

## **Barnardos National Office (M)\***

01 453 0355 Callsave: 1850 222 300 Email: info@barnardos.ie  
www.barnardos.ie

## **Bessborough Centre Cork (M)\***

Pre and post natal accommodation and support  
021 435 7730  
Email: info@bessborough.ie  
www.bessborough.ie

## **Carr's Child and Family Services (M)\***

Accommodation for pregnant and single mothers  
01 497 1519  
Email: info@carrschildandfamilyservices.ie  
www.carrschildandfamilyservices.ie

## **Citizens Information Phone Service**

076 107 4000  
LoCall: 1890 77 71 21  
Email: information@citizensinformation.ie

## **Clarecare, Clare (M)\***

Support services for people in Clare  
065 682 8178  
Email: info@clarecare.ie  
www.clarecare.ie

## **Department of Employment Affairs and Social Protection**

Information  
Section: 01 7403000  
www.welfare.ie

## **Doras Buí, Dublin 17 (M)\***

A parents alone resource centre  
01 848 4811  
Email: info@dorasbui.ie  
www.dorasbui.ie

## **Family Advocacy Service, Limerick**

Support for families with children in care  
061 314 111

## **Family Life Centre, Boyle**

071 966 3000  
Email: info@familylifecentre.ie  
www.familylifecentre.ie

## **FamiliBase, Dublin 10 (M)\***

Service for children and young people  
01 654 6800  
Email: info@familibase.ie  
www.facebook.com/FamiliBase

## **Family Mediation Service**

01 874 7446  
See www.legalaidboard.ie to find your local mediation service

## **Focus Ireland (Housing)**

Dublin 01 881 5900  
Cork 021 427 3646  
Kilkenny 056 779 4565  
Limerick 061 405 300  
Sligo 071 914 9974  
Waterford 051 879 807  
www.focusireland.ie

## **Free Legal Advice Centre (FLAC)**

LoCall: 1890 350 250 / 01 874 5690  
www.flac.ie

## **Foróige, Dublin 6 (M)\***

National youth organisation  
01 630 1560  
Email: info@foroige.ie  
www.foroige.ie

## **HSE Sexual Wellbeing & Crisis Pregnancy Programme**

01 814 6292  
Email: info@crisispregnancy.ie  
www.crisispregnancy.ie

## **HSE National Information Line Callsave:**

1850 241 850 / 041 685 0300  
www.hse.ie

## **Immigrant Council of Ireland, Dublin 2**

01 674 0200  
www.immigrantcouncil.ie

## **Irish Association for Counselling and Psychotherapy (IACP)**

01 230 3536  
Email: iacp@iacp.ie  
www.iacp.ie

## **Legal Aid Board**

LoCall: 1890 615 200 / 066 947 1000  
Email: info@legalaidboard.ie  
www.legalaidboard.ie

## **Limerick Social Services Council, (M)\***

061 314 111  
Email: info@lssc.ie  
www.lssc.ie

## **Money Advice and Budgeting Services**

LoCall: 1890 28 34 38 / 076 107 2000  
www.mabs.ie



### **Migrant Rights Centre Ireland (MRCI)**

13 Lower Dorset Street  
Dublin 1, D01 Y893  
01 889 7570

### **My Options Freefone Line**

1800 828 010  
LoCall: 1850 24 1850 Phone: 041 6850300  
Email: hselive@hse.ie  
web: www.myoptions.ie

### **One Family, Dublin 7**

Voice, support, action, for all members of all one parent families  
LoCall 1890 66 22 12 / 01 662 9212  
Email: info@onefamily.ie  
www.onefamily.ie

### **Parentline**

Helpline for parents under stress  
01 873 3500  
LoCall 1890 92 72 77  
Email: info@parentline.ie  
www.parentline.ie

### **Rainbows, Dublin 12 (M)\***

Peer support groups for children affected by bereavement, divorce or separation of someone close to them. Ages 7-18.  
Rainbows National Office 01 473 4175  
Email: ask@rainbowsireland.com  
www.rainbowsireland.ie

### **Sligo Social Services Council Ltd. (M)\***

071 914 5682  
Email: info@sligosocialservices.ie  
www.sligosocialservices.ie

### **Solas**

Further Education and Training Authority  
01 533 2500  
Email: info@solas.ie  
www.solas.ie

### **St. Brigid's Family & Community Centre Waterford**

051 375 261  
Email: stbrigidsfcc@eircom.net  
www.stbrigidsfcc.ie

### **St. Anne's Day Nursery, Cork (M)\***

021 432 3304  
Email: stannesdaynursery@yahoo.com  
St. Catherine's Community Services Centre Carlow (M)\*  
059 913 8700  
Email: info@catherines.ie  
www.catherines.ie

### **Threshold (Housing)**

Advice Service : 1800 454 454  
Cork: 021 427 8848 Email: advicecork@threshold.ie  
Dublin: 01 678 6096 Email: advice@threshold.ie  
Galway: 091 563 080 Email: advicegalway@threshold.ie  
www.threshold.ie

### **Treoir, Dublin 1**

National Information Service for unmarried parents  
28 North Great Georges Street, Dublin 1,  
D01 HY 46 01 6700 120  
Email: info@treoir.ie  
www.treoir.ie

### **Teen Parents Support Programme (TPSP)**

#### **National Co-ordinator**

14, Gandon House, Lr Mayor Street  
IFSC, Dublin 1  
01 670 0167 or 087 251 8428  
Email: tsp@treoir.ie  
www.tpsp.ie

The TPSP offers support to pregnant and parenting teenagers and is available in the following locations:

#### **Carlow / Kilkenny / South Tipperary**

059 913 8700 or 085 110 1511

#### **Cork**

021 422 2987 or 086 827 8774

#### **Donegal**

074 919 0141

#### **Dublin**

#### **Ballyfermot, Bluebell & Inchicore**

01 654 6800 or 086 859 9564

#### **Dublin 5, 13 & 17, and parts of Dublin 3 & 9**

01 848 4811 or 087 051 6529

#### **Dublin 24, 12 and parts of Dublin 6**

01 403 2081 or 086 850 5503

#### **Finglas**

01 864 4040 or 086 171 8646

#### **Galway**

091 544 960 or 085 763 3235

#### **Limerick**

061 314 111 or 086 602 0588

#### **Louth**

041 987 5294 or 087 689 9002

#### **North Wexford & Enniscorthy**

053 923 6342 or 086 174 9260

#### **North Wexford & Enniscorthy**

053 923 6342 or 086 174 9260

#### **Womens Aid**

1800 341 900  
Phone: 01 6788858  
Email: helpline@womensaid.ie  
Other useful addresses are listed throughout the booklet.

For local information contact your local Citizens Information Centre, Health Service Executive or Youth Information Centre.

Other useful addresses are listed throughout the booklet.  
For local information contact your local Citizens Information Centre, Health Service Executive or Youth Information Centre.

\*(M) Member agency of Treoir



**“Being there for them”** - for grandparents of children whose parents are not married to each other. Funded by the HSE Sexual Health & Crisis Pregnancy Programme.

**Cohabitants** - legal rights and obligations for opposite and same-sex couples. Funded by the Family Support Agency.

**E-Bulletin** - regular information for unmarried parents and those involved with them.

**Family Links Steps and Stages** positive pointers for parents who are helping their children to understand their family situation. Funded by the Family Support Agency.

**Information Pack** - for unmarried parents. Funded by the HSE Sexual Health & Crisis Pregnancy Programme.

**Young Parent Survival Guide** - a great magazine for young mums and dads. Funded by the HSE Sexual Health & Crisis Pregnancy Programme.

## Treoir Information Leaflets

Guardianship	Birth registration
Access and custody	Passport applications
Rights of unmarried fathers	International Child Abduction
Cohabiting parents	Shared parenting
Maintenance	Explaining family relationships
Establishing paternity / DNA Testing	Step-parent adoption

Funded by the HSE Sexual Health & Crisis Pregnancy Programme.

All publications can be downloaded from [www.treoir.ie](http://www.treoir.ie)  
or order from Treoir 01 670 0120  
[info@treoir.ie](mailto:info@treoir.ie) (free of charge)



## HSE Sexual Health & Crisis Pregnancy Programme Support Materials



### Positive Options

For a list of free, non judgemental, trustworthy crisis pregnancy counselling services, visit [www.positiveoptions.ie](http://www.positiveoptions.ie)

**POPTIONS**  
CRISIS PREGNANCY SERVICES  
Help. Support. Understanding.

### Think Contraception

For information on contraception, sexual health, fertility and sexually transmitted infections visit [www.thinkcontraception.ie](http://www.thinkcontraception.ie)

### You can talk to me - DVD and Booklet

To help parents talk to their 11 - 15 year old children about relationships and sexual health.

### Busy Bodies Booklet

Information for 5th and 6th class students on the physical and emotional changes during puberty.

To download a free supplement of 'Advice for Mams and Dads' please visit [www.healthpromotion.ie](http://www.healthpromotion.ie)

To order any of the above resources visit [www.healthpromotion.ie](http://www.healthpromotion.ie)

### My Options

All the information and support you need in an unplanned pregnancy



[sexualwellbeing.ie](http://sexualwellbeing.ie)



Seirbhís Sláinte  
Níos Fearr  
á Forbairt

Building a  
Better Health  
Service

# Index



<b>A</b>	Abduction	32
	Access	4
	Ante-natal Care	21
	Appeals	23
	Attachment of Earnings	8
<b>B</b>	Back to Education Allowance	29
	Back to School Clothing and Footwear Allowance	23
	Barring Order	33
	Birth Registration	11, 12
<b>C</b>	Capital Acquisitions Tax	7
	Child Abduction	32
	Child Benefit	23
	Childcare	23
	Cohabitation	6
	Collaborative Law	5
	Custody	4
<b>D</b>	Deed Poll	12
	DNA Testing / Paternity	10
	Domestic Violence	33
	Domestic Abuse	35
<b>E</b>	Early Childhood Care	23
	Education	29
	Enforcement Orders	5
	Establishing Paternity	10
<b>F</b>	Family Income Supplement	24
<b>G</b>	Grandparents	5
	Guardianship	2
<b>H</b>	Habitual Residence Condition	31
	Harassment	34
	Health and Safety Benefit	20
	Home Tuition Scheme	29
<b>I</b>	Income Tax	7, 28
	Inheritance Tax	7
<b>M</b>	Maintenance - legal	8
	Maintenance - impact on OFP	22
	Marriage	14
	Maternity Benefit	20
	Maternity Leave	21
	Means Test for OFP	24
	Medical Card	22, 23
	Mediation	16
	Medical Care During Pregnancy	21
	My Options	17
<b>O</b>	One-Parent Family Payment	22, 24
<b>P</b>	Parental Leave	21
	Passport Applications	13
	Paternity Leave/Benefit	21
	Paternity Testing	10
	Post-natal Care	21
	Pregnancy	17, 18
	Protection Order	33
<b>R</b>	Redress Scheme	6
	Registration of Births	11, 12
	Rent Supplement	25
	Re-registration of Births	11
	Rule of Court	16
<b>S</b>	Safety Order	7, 33
	Shared Parenting	15
	Single Person Child Carer	28
	Credit Supplementary Welfare Allowance Surnames	20
		11, 12
<b>T</b>	Tax Credits	28
	Temporary Guardianship	3
	Testamentary Guardianship	3, 14
	Training	29
<b>U</b>	Universal Social Charge	28
	Useful Contacts	36, 37
	Unplanned pregnancy	17-19
<b>V</b>	Variation Order	8
	Violence	33
	VTOS	30
<b>W</b>	Wills	3
	Working Family Payment	24
<b>Y</b>	Youthreach	29



**The HSE Sexual Wellbeing & Crisis Pregnancy Programme implements a strategy to address the issue of crisis pregnancy in Ireland. For more information, visit [www.myoptions.ie](http://www.myoptions.ie).**

**The opinions/views outlined in this document are not necessarily the opinions/views of the HSE Sexual Wellbeing & Crisis Pregnancy Programme.**

**This publication is funded by the HSE Sexual Wellbeing & Crisis Pregnancy Programme.**



[illegible]

[illegible]





1000000





14 Gandon House,  
Lower Mayor Street,  
IFSC, Dublin 1, D01 A6C5.  
01 6700 120 LoCall 1890 252 084  
info@treoir.ie www.treoir.ie

Keep informed  
follow us on



facebook.com/treoir



twitter.com/treoir



@Treoir2019

#### August 2019

While every effort has been made to ensure information provided in this information pack is correct no responsibility can be accepted by Treoir for any omissions or errors.

