

GENERAL INFORMATION FOR PARENTS

Please read this before completing the parent declaration form.

All 3 and 4 year olds are entitled to 15 hours of Funded Entitlement, each week, over 38 weeks of the year. These 15 hours of Funded Entitlement are known as your **UNIVERSAL HOURS**

- If your child attends a school or academy nursery, including regular visits before starting school full time, then these sessions count as part of your Funded Entitlement
- You can claim less than the 15 hours if you do not wish to access your full Funded Entitlement
- A maximum of 10 hours can be claimed in any one day. There is no minimum session time
- A child can attend a maximum of two sites in a single day

Eligible Date of Birth Ranges for Universal funded entitlement

A child who is 3 in:	Can have their free place from:
January, February or March	The start of the summer term
April, May, June, July or August	The start of the autumn term
September, October, November or December	The start of the spring term

Some two year olds are entitled to claim 15 hours of Funded Entitlement, known as Two Year Old Funding. A child will be eligible to claim Two Year Old Funding if the parent/carer have applied via our website or our customer service centre and received an eligibility code. This needs to be entered in Section 3 of the Parent Declaration in order to receive Two Year Funding. If you do not have a code issued by Nottinghamshire, a copy of your eligibility letter from another local authority may be attached to this form instead.

An eligible child who is 2 in:	Can have their free place from:
January, February or March	The start of the summer term
April, May, June, July or August	The start of the autumn term
September, October, November or December	The start of the spring term

Web link for on-line applications:

<http://www.nottinghamshire.gov.uk/care/early-years-and-childcare/find-childcare/free-nursery-places/free-early-years-places-for-two-year-olds>

Phone number for Customer Service Centre: 0800 500 8080

Additional funding

- Some 3 and 4 year olds are entitled to an ADDITIONAL 15 hours of Funded Entitlement. These hours are known as **30 Hours Funded Entitlement**. A child will be eligible to claim the 30 Hours Funded Entitlement if the parent/carer have applied via the government website: <https://childcare-support.tax.service.gov.uk/par/app/applynow> and **received an eligibility code**. Any claim for Funded Entitlement which EXCEEDS 15 hours per week MUST be accompanied by a valid eligibility code. This needs to be completed in Section 3 of the Parent Declaration in order to receive 30 Hours Funded Entitlement.

Parents may receive eligibility codes before their child is 3 but they can only start claiming their 30 hours place in the term following the child's 3rd birthday or the term following the date when the eligibility code was issued (**whichever is the later – see table below**).

Child turns 3 between ↓	Eligibility code issued in month ↓	Child will be funded from this term		
		Summer Term	Autumn Term	Spring Term
April-August	April, May, June, July or August		✓	
April-August	September, October, November or December			✓
April-August	January, February or March	✓		
January-March	April, May, June, July or August		✓	
January-March	September, October, November or December			✓
January-March	January, February or March	✓		
September-December	April, May, June, July or August		✓	
September-December	September, October, November or December			✓
September-December	January, February or March	✓		

- Some 3 and 4 year olds may also be entitled to other pupil benefits as follows:

The Early Years Pupil Premium (EYPP) is an additional sum of money paid to childcare providers for children of families in receipt of certain benefits including:

- Income Support/income-based Jobseeker's Allowance/income-related Employment and Support Allowance
- Child Tax Credit (provided they're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on, which is paid for 4 weeks after they stop qualifying for Working Tax Credit
- Universal Credit
- The guaranteed element of State Pension Credit
- Support under part VI of the Immigration and Asylum Act 1999
- Child is 'looked after' by a local authority in England or Wales, or
- Child has left care in England or Wales through an adoption, a special guardianship order or a child arrangement order

The funding will be used to enhance the quality of their early years' experience by improving the teaching and learning and facilities and resources, with the aim of impacting positively on your child's progress and development. For more information, please speak to your childcare provider. In order for us to check your eligibility for EYPP, the personal details of the main benefit holder need to be completed in the 'Parent' section of the form.

Disability Access Fund: 3 and 4 year old children who are in receipt of child Disability Living Allowance and are receiving Funded Entitlement are eligible for the Disability Access Fund (DAF). DAF is paid to the child's early years setting as a fixed annual rate of £615 per eligible child. You should nominate the main provider where the local authority should pay the DAF on this form in section 4.

Special Educational Needs:

If your child has special educational needs (SEN), contact your provider who may be able to access some additional funding to support your child in their Early Years setting.

Financial support for your childcare costs:

For further information about 15 hours or 30 hours free childcare, Tax Free Childcare, Tax Credits, Universal Credit for Childcare, Childcare Vouchers and Support while you study, go to:

<https://www.childcarechoices.gov.uk/>