

# Information for parents on nursery funding



## 2-year-old eligibility

Your 2-year-old will be eligible if you are in receipt of any of the following:

- Income Support;
- Income-based Jobseeker's Allowance;
- Income-related Employment and Support Allowance;
- Support through part six of the Immigration and Asylum Act;
- Guaranteed element of State Pension Credit;
- Child Tax Credits with an annual household income of less than £16,190;
- Working Tax Credits with an annual household income of less than £16,190.

### Or your child:

- Has an Education, Health Care Plan (EHCP);
- In receipt of Disability Living Allowance (DLA);
- Is a Looked After Child (LAC), left care through Special Guardianship Adoption Order or Residence Order.

Eligible 2-year-olds can access the FREE childcare from the term after their second birthday. If you meet the eligibility criteria listed above, you will receive notification from the local authority confirming the FREE childcare. You will need to give us this letter to guarantee your FREE hours.

If you believe you meet the eligibility criteria and have not received a letter for your child download a two year old funding application Form from [worcestershire.gov.uk](http://worcestershire.gov.uk) and return it to them.

You will be charged for additional hours taken that are not funded, hot meals and any services provided.



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## 3- and 4-year-old eligibility

### Free 15 hours universal childcare eligibility

All 3- and 4-year-olds are entitled to 15 free hours of childcare – known as the Universal Entitlement. From September 2017 some will be entitled to an additional 15 hours known as the Extended Entitlement (30 hours). Your child can access the FREE entitlement from the term after their third birthday and this will continue until they transfer to full time school.

### How many universal hours is my child entitled to?

The universal childcare entitlement is up to 570 hours per year. A maximum of 15 hours per week, with a minimum of 3 hours to a maximum of 10 hours per day, accessed over a minimum of 2 days. The 570 hours will be divided by the number of weeks we are open throughout the year and can include holiday club weeks.

### Extended 15 free hours (known as 30 hours) eligibility

Parents who meet the following eligibility criteria will be entitled to an additional 15 hours free of charge. Both parents or the lone parent needs to be working.

### Each parent earns, on average:

- A weekly minimum equivalent to 16 hours at national minimum wage or national living wage (equivalent to £120 per week for over 25s);
- Less than £100,000 per year.

Families where one parent does not work (or neither parent works) will not usually be eligible for the extended entitlement. However in other certain circumstances parents may be eligible to the additional hours. Please check eligibility by visiting [www.gov.uk/childcare-calculator](http://www.gov.uk/childcare-calculator) as soon as your child becomes three, this will enable funding to be accessed the term following their third birthday. You will need to access an on-line account via [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk) and be given an eleven-digit number. You MUST provide us with this number and your National Insurance number. You will be expected to reconfirm your eligibility every three months and should receive a reminder from HMRC to prompt you to do this.

The extended entitlement allows you to access a further 15 hours a week. Therefore you can claim a total of 1140 hours in a year (15 universal and 15 extended).

You will be charged for additional hours taken that are not funded, hot meals and any services provided.

### Term dates and eligibility

If your child's second or third birthday falls between:	He or she will become entitled to a free place from:
1 January – 31 March	Summer (after Easter)
1 April – 31 August	Autumn (early September)
1 September – 31 December	Spring (early January)

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## Early Years Pupil Premium (EYPP)

If your child is 3- or 4-years old and receiving free childcare we may be able to get extra funding so we can do even more to support your child. This may be through specialist training for our staff or new experiences for your child. The funding is called Early Years Pupil Premium (EYPP).

Funding is to support your child in their Early Years setting and cannot be used to reduce any costs you currently pay. There is a section on the Parent Declaration Form that you will need to complete in order for the funding to be made available for your child.

### Important for all parents

- 1** A new Parent Declaration Form will need to be completed at the start of each academic year and when any changes to hours are made;
- 2** The parent is responsible for ensuring the Parent Declaration Form is completed fully and correctly as we can only claim against the details provided;
- 3** Funded hours can be used for all hours taken at Cornmeadow Early Years & Families including our Easter and Summer Holiday Clubs;
- 4** An invoice will be provided at the start of each term with full details of the amount to be paid;
- 5** We allow parents to pay in instalments over 10 months (September to June) and the amount required will be notified on each invoice;
- 6** Once a booking has been made and confirmed you will be charged for those hours;
- 7** Hours may be changed and Parents are required to give a terms notice as detailed below –

#### Term hours will change:

Autumn

Spring

Summer

#### Notice of change given:

By start of summer term

By start of autumn term

By start of spring term

