Brighter Futures for Children

Early Years Funding Parental Agreement Form

This form is for parents claiming Government funded early years entitlement from childcare providers in Reading.

Early Years Funding Schemes available:

All children need to have reached the eligible age for the relevant scheme before the start of the funding period.

Children Born Between	Eligible Funding Term
1 January – 31 March	Summer (April to July)
1 April – 31 August	Autumn (September to December)
1 September – 31 December	Spring (January to March)

Expanded Entitlement/Working Parent Entitlement – From 9-months-old to 4 years old

Expanded Entitlement/Working Parent Entitlement – some children of working parents may be entitled to claim an Expanded Entitlement of 30 hours a week for 38 weeks per year (term time only) or the equivalent of 1140 hours if stretched over a year. Eligibility is determined by His Majesty's Revenue and Customs. To apply for a code please visit www.childcarechoices.gov.uk

An eligibility code is required from HMRC to claim Expanded Entitlement/Working Parent Entitlement which must be applied for before the start of the funding period (31 March for summer, 31 August for autumn and 31 December for spring claims).

Targeted Entitlement – From 2 years old to 3 years old

Targeted 2-year-old Entitlement – some 2-year-old children are eligible to claim early years funding for 15 hours a week for 38 weeks per year (term time only) or the equivalent of 570 hours stretched over a year subject to meeting set eligibility criteria. Eligibility for Targeted 2-year- old funding needs to be checked via the Family Information Service website. Please visit www.readingfis.org/childcare

Universal Entitlement – From 3 years old to statutory school age

Universal Entitlement - all 3- and 4-year-old children are eligible for a funded early years place of 15 hours a week for 38 weeks per year (term time only) or the equivalent of 570 hours stretched over a year.

By completing this form, you agree to early years funding being paid to your chosen childcare provider. Payments are made on a termly basis on the condition that your child is attending the named childcare provider during a set headcount week. If you leave the provider before headcount week, funding may not be claimable by the provider, and they may charge you for the place offered from the start of term. If you leave after the headcount week funding is not guaranteed at any subsequent provider until the following term.

Data collected on this form will be transferred to Brighter Futures for Children for the purpose of validating Expanded Entitlement claims and processing early years entitlement claims. It will be used to establish eligibility for Early Years Pupil Premium, Disability Access Fund and Targeted 2-Year-Old Funding. All data is handled in accordance with the Data Protection Act.

Eligibility to Early Years Pupil Premium means extra money for your provider to help your child with their early years education. EYPP is part of the Admissions policy for Community Primary Schools in Reading, it may increase your chances of getting a place at your preferred Primary School. For more information on EYPP visit www.readingfis.org/childcare

Name of Childcare Provider	
Start date at Childcare Provider	
Child's Details	
Child's legal forename	
Child's legal surname	
Child's gender	
Child's date of birth	
Child's home address, including postcode	

☐ White British ☐ Bangladeshi ☐ Indian ☐ Pakistani ☐ Any other Asian Background ☐ Black African ☐ Black Caribbean ☐ Chinese ☐ Any Other Black, Black British Background	☐ Any Other Mixed Background ☐ White & Asian ☐ White & Black African ☐ White & Black Caribbean ☐ White Irish ☐ Any Other White Background ☐ Gypsy or Irish Traveller ☐ Any Other Ethnic Group ☐ DO NOT wish to Disclose
Does your child receive Disability Living Allowance (DLA)?	☐YES ☐NO
Does your child receive SEND support or have an Education Health Care Plan?	☐YES ☐NO

First Parent / Guardian Details	
Parent/Guardian forename	
Parent/Guardian surname	
Parent/Guardian date of birth	
Relationship to child	
National Insurance or NASS No	
Do you have parental responsibility for this child?	☐YES ☐NO
Are you a foster carer for this child or have they left care through an adoption, special guardianship, or a child arrangement order?	☐ Currently in Foster Care ☐ Adopted Child ☐ Special Guardianship / Child Arrangement Order

Early Year Claim

Which funding scheme do you intend to use to claim your early years entitlement? Please add the hours and relevant eligibility code below.		
	Funded hours to claim per week	**Eligibility Code**
3- & 4 Year-Old Universal Funding		Not required
Expanded Entitlement / Working Parent Entitlement Funding		
Targeted 2-Year-Old Entitlement Funding		

Does your child attend more than one childcare provider? If so, please state the Provider names and the number of FUNDED hours claimed by the other provider.

Provider Name: Hours FUNDED:

PARENTAL CONSENT AND DECLARATION (please read before signing)

I declare that the information I have supplied on this form is correct and accurate. I will notify the childcare provider of any changes

- I will not claim more than 570 hours of Universal or Targeted, 1140 Extended or Expanded Entitlement funding in this or any other LA area.
- I understand I can only claim funding for the hours I attend.
- The information I provide can be shared with the local authority and the Department for Education.
- To continue with the Working Parent Entitlement, I must reconfirm my eligibility on the HMRC Government website as requested to do so by them.
- I will abide by any grace period if I fall out of eligibility and know I will lose the Working Parent Entitlement Funding after this time.
- I understand early years funding starts the term AFTER eligibility is confirmed by HMRC and my child has reached the correct funding age.
- I will be liable to repay childcare fees, in full, for any funded childcare provided if the hours claimed exceed more than the maximum entitlement allowed.
- I must abide by any notice period of a provider if I wish to relocate my child, and I understand that funding may not be transferred to the new setting.
- My child is not attending a maintained funded reception class.
- If I remove my child from the provider before headcount week, I may be charged by the provider for the funded hours taken from the beginning of the term.
- I can only claim Targeted 2-year-old funding where criteria has been met, and the claim has been eligibility checked and approved by BFfC. I can only claim from a provider who is approved for Targeted 2-year-old funding.
- I have provided evidence of the identity and date of birth of my child.
- My personal information will be held securely in accordance with the GDP Regulations and the Data Protection Act 2018. It will only be used for Local Authority purposes.

By signing this form, you are satisfied that the early years funding schemes have been fully explained to you by your childcare provider, and you understand the voluntary charges for any additional hours, services or consumables you have opted to pay.

Signature of parent/guardian: Date:

PROVIDERS CHECK AND DECLARATION

I confirm that the early years schemes have been explained to the parent/guardian of this child. I have seen official documentation validating the child's details. The parents have been informed of any voluntary costs for hours or consumables offered in addition to their funded entitlements as well as our terms, conditions and notice periods

Signature of provider: Date:
Contract or Agreement renewal or review date: