

Parental Application for Early Years Funding Entitlement



This agreement is for the Early Years Provider to collect information from a parent/carer of a funded child to enable a claim for their Early Years Funding Entitlement. This Parental Application **MUST** be made available to the Local Authority for audit purposes.

SECTION 1: Child's Details

To be completed by all families claiming Early Years Funding Entitlement for 2, 3 and 4 year olds

LEGAL SURNAME		ADDRESS 1	
LEGAL FORENAME(s)		ADDRESS 2	
KNOWN AS (if different from above)		ADDRESS 3	
Date of Birth DD/MM/YY		ADDRESS 4	
GENDER	FEMALE <input type="checkbox"/> MALE <input type="checkbox"/>	POSTCODE	
FUNDING (please tick)	3 & 4 YEAR OLD UNIVERSAL (15 HOURS) <input type="checkbox"/> 3 & 4 YEAR OLD EXTENDED (30 HOURS) <input type="checkbox"/>		

WHITE	WBRI	White British		ASIAN or ASIAN BRITISH	AIND	Indian	
	WIRI	White Irish			APKN	Pakistani	
	WIRT	White Traveller of Irish Heritage			ABAN	Bangladeshi	
	WROM	White Gypsy/Roma			AOTH	Any other Asian	
	WOTH	Any other white background			MWBC	White and Black Caribbean	
BLACK	BCRB	Caribbean		MIXED	MWBA	White and black African	
	BAFR	African			MWAS	White and Asian	
	BOTH	Any other black background			MOTH	Any other mixed background	
OTHER	CHNE	Chinese			REFUSED	REFU	Refused to share information
	OOth	Any other ethnic background					

Special Educational Needs and Disability (SEND) INFORMATION

Is your child receiving support for SEND?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Does your child have an Education Health and Care Plan (EHCP)?	YES <input type="checkbox"/> NO <input type="checkbox"/>
Is your child in receipt of Disability Living Allowance (DLA)?	YES <input type="checkbox"/> NO <input type="checkbox"/>

Details of any other siblings (brothers or sisters) who attend Park

Name(s)	Date of Birth	Class

Please state your preferred session

Morning <input type="checkbox"/>	Afternoon <input type="checkbox"/>	30 hours <input type="checkbox"/>
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Documentary evidence to be completed by Early Years Provider

Documentary proof of DOB Type (e.g. Birth certificate, Passport):		Document recorded by (name of staff member):	
Date document recorded (DD/MM/YY)		SIGNATURE (of staff)	
Allocated Session	Mornings Autumn / Spring / Summer	Afternoons Autumn / Spring / Summer	30 Hours Autumn / Spring / Summer

SECTION 2: Parental Information

To be completed by parent or carer with legal responsibility for child in section 1

TITLE (Mr/Mrs/Miss/Dr etc)		NI NUMBER	
LEGAL SURNAME		NASS NUMBER (if applicable)	
LEGAL FORENAME(S)		30 HOUR CODE (if applicable)	
DATE OF BIRTH		RELATIONSHIP TO CHILD	
TEL		EMAIL	
SIGNATURE			

SECTION 3: Funded Hours

This section is to be completed for all newly eligible 3 and 4 year old's who wish to claim the Early Years Funding Entitlement, and any 3 & 4 year old children currently claiming universal hours who wish to access the extended hours entitlement.

- Universal 15 hours will continue regardless of entitlement to extended hours.

	Hours being claimed for PER WEEK (Total)
Universal Funding (15 hours max)	
Extended Funding (15 hours max)	

If your child attends any other Early Years provision please state below

SETTING NAME		PHONE NUMBER	
	Hours being claimed for PER WEEK (Total)	If stretched, over how many weeks?	
Universal Funding (15 hours max)			
Extended Funding (15 hours max)			

SECTION 4: Declaration

I confirm that:

- I am the parent/carer/guardian with legal responsibility for the child claiming the Early Years Funding Entitlement named within this claim form.
- All information provided in this document is accurate and true.

I understand:

- The criteria for my child to be eligible for the Early Years Funding Entitlement claimed for on this form
- And agree to the conditions set out in this document I authorise Park Primary School to claim 3 and 4 year old Universal and/or Extended Entitlement funding, as agreed above, on behalf of my child and to discuss funded hours with my child's other provider.

In addition, I understand that

- The information I have provided will be shared with the local authority, Department for Education and other partner services e.g. health or council services, who will access information from other government departments to confirm my child's eligibility and enable this provider to claim Early Years Pupil Premium (EYPP) on behalf of my child.
- Any entitlement or change in entitlement status will be shared by the local authority with the providers that the child attends.
- The information provided will be used for rechecking, monitoring and evaluation purposes, and will be stored and processed in accordance with the Data Protection Act 2018 and Wirral Council's Privacy Notice, a copy of which can be found at <https://www.wirral.gov.uk/about-council/freedom-information-and-data-protection/privacy-notice>.
- This information may be used as an application for free school meals and as a registration for pupil premium when my child starts in reception class.

Parent or Carer with legal responsibility			
NAME		DATE	
ADDRESS		SIGNATURE	

Guidance

Early Years Entitlement 2023-2024

Extended Early Years Funding Entitlement for 3 & 4 year olds needs to be reconfirmed every 3 months from the date of the original application through www.childcarechoices.gov.uk, or by telephone 0300 123 4097. Reconfirmation can be completed by parents/carers only.

Funding is split into 3 terms, for each term there are a maximum number of funded hours available.

Claim period	Summer 2023	Autumn 2024	Spring 2024
Max. hours for 2 year olds claiming funding	195 hours	210 hours	165 hours
Max. hours for 3 & 4 year olds Universal Early Years Funding Entitlement	195 hours	210 hours	165 hours
Max. hours for 3 & 4 year olds Extended Early Years Funding Entitlement	195 hours	210 hours	165 hours

1. For 3 and 4 Year Old funding a maximum of 15 hours Universal funding and 15 hours Extended funding can be claimed in a single week (maximum of 30 hours in total).
2. This agreement covers your child's Universal Early Years Funding Entitlement for 3 & 4 year olds, Extended Early Years Funding Entitlement for 3 & 4 year olds and Early Years Pupil Premium.
3. Persistent absence will be reported by your Early Years Provider to Wirral Council.
4. Additional time and services provided by the Early Years Provider is a separate agreement with them.
5. Your entitlement is in hours only. Hours above your entitlement will be charged as per your agreement with the Early Years Provider.
6. Your Early Years Provider may offer your entitlement as a stretched offer.
7. **Funding can only be moved from one setting to another before the start of the funding term. Moving your child during term is only possible after receiving confirmation from the Early Years Business Support Team, (Tel: 0151 666 3980). Your Early Years Provider may require a period of notice prior to your child leaving.**
8. It is your responsibility to complete this form with accurate information and proof of age, preferably a birth certificate, promptly to allow the provider to receive funding for your child.

When can my child start Foundation One?

For 2023-2024 Academic Year:

- Autumn Term 2023 Start - Should be 3 years of age by 31st August 2023
- Spring Term 2024 Start - Should be 3 years of age by 31st December 2023
- Summer Term 2024 Start - Should be 3 years of age by 31st March 2024

For 2024-2025 Academic Year:

- Autumn Term 2024 Start - Should be 3 years of age by 31st August 2024
- Spring Term 2025 Start - Should be 3 years of age by 31st December 2024
- Summer Term 2025 Start - Should be 3 years of age by 31st March 2025