



## EARLY EDUCATION AND CHILDCARE ENTITLEMENTS FOR 3 AND 4 YEAR OLDS

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How to access your funded early education place

If your child is 3 or 4 they can access a funded early education place from the start of the school term after their 3<sup>rd</sup> birthday and until they reach statutory school age or start school reception class, whichever is the earliest

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CHILDREN BORN BETWEEN:	FREE PLACES START FROM:
1st January - 31st March	Summer Term (from 1st April)
1st April - 31st August	Autumn Term (from 1st September)
1st September - 31st December	Spring Term (from 1st January)

### THE EARLY YEARS ENTITLEMENTS ARE MADE UP OF:

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- 15 Universal Hours
- 30 Extended Hours
- Early Years Pupil Premium (EYPP)
- Disability Access Fund (DAF)

### WHERE CAN MY CHILD ACCESS A PLACE?

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Your child can access their Early Years education place with an Early Years Provider such as:

- Full day care nurseries
- Pre-Schools
- Playgroups
- Childminders
- Nursery Schools and classes

These Early Years providers must be Ofsted registered. They are responsible for claiming the funding for your child's place directly from Warwickshire County Council and must be registered to do so.



## EARLY YEARS ENTITLEMENTS FOR 3 & 4 YEAR OLDS

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The 15 hours Universal entitlement is for a maximum of 570 hours per year over a minimum of 38 weeks of the year, the equivalent of 15 hours per week. If you qualify for the 30 hours Extended entitlement it is for a maximum of 1140 hours per year over a minimum of 38 weeks of the year, the equivalent of 30 hours per week. The entitlements can be stretched over more than 38 weeks by taking fewer hours per week over more weeks of the year. Please contact your Early Years provider for information on how they offer the funded entitlements.

## UNIVERSAL ENTITLEMENT - 15 HOURS

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ALL children are automatically entitled to the 15 hours Universal entitlement from the term following their 3rd birthday. There is no application process to qualify.

## EXTENDED ENTITLEMENT - 30 HOURS

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You can get a funded childcare place for up to 30 hours per week if you meet the following criteria:

- You are a working family and earn the equivalent of 16 hours per week paid at the national living wage.
- You earn less than £100,000 per year.
- The term following your child's 3rd birthday or the term following receipt of a valid 30 hour code, whichever is the later.

## THE APPLICATION PROCESS FOR 30 HOURS:

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- Apply online at [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk) the term before you want the place to start.
- If you are successful, HMRC will issue you with a 30 hours eligibility code through your secure account which you must give to your childcare provider.
- Your childcare provider will check that your code is valid. You can then reserve a 30 hours place for the following term. The code must have a validity start date on or before the last day of the previous term:
  - Autumn term: a validity start date on or before 31st August
  - Spring term: a validity start date on or before 31st December
  - Summer term: a validity start date on or before 31st March
- You need to reconfirm your eligibility every 3 months by logging into your secure account. You will be reminded by HMRC 4 weeks before the deadline.

For further information and to apply for a 30 hour code, please go to:  
[www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk)

## HOW DO I CLAIM MY EARLY YEARS ENTITLEMENT?

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Early Years entitlements are paid directly to the Early Years Provider your child attends. They will claim the funding on your behalf when you complete a Parental Declaration Form (PDF) with them.



## EARLY YEARS PUPIL PREMIUM

The Early Years Pupil Premium (EYPP) is additional funding, that can be claimed by providers who have children receiving the 3&4 year funding Universal entitlement and where the child's parents are in receipt of qualifying benefits.

Children who receive or whose parents receive, one or more of the following support payments are eligible to receive EYPP:

- Universal Credit - provided they have an annual net earned income of no more than £7,400, as assessed by earnings from up to three of their most recent assessment periods.
- Income Support.
- Income Based Jobseekers Allowance.
- Income-related Employment and Support Allowance.
- Support under part VI of the Immigration and Asylum Act 1999. Section 4/95 and 98 (NASS).
- The guaranteed element of State Pension Credit.
- Child Tax Credit, provided they are not entitled to Working Tax Credit and have an annual income, as assessed by HMRC, which does not exceed £16,190.
- Where a parent is entitled to Working Tax Credit run-on, (the payment someone receives for a further four weeks after stopping qualifying for Working Tax Credit).

## OR

- The child has
  - Been Looked After by the local authority for at least one day
  - Been Adopted from care
  - Left care through Special Guardianship
  - A child arrangement order

## HOW TO CLAIM

To claim for the Early Years Pupil Premium (EYPP), you must fully complete and sign the EYPP application section on the PDF (Parental Declaration Form) given to you by your early years provider.



## DISABILITY ACCESS FUND (DAF)

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To be eligible for DAF 3 & 4 year olds must meet the following criteria:

- the child is in receipt of Disability Living Allowance (DLA) – (a copy must be given to your childcare provider)

### AND

- the child receives some or all of the universal 15 hours entitlement

## HOW TO CLAIM

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To claim for the Disability Access Fund (DAF), you must fully complete and sign the DAF application section on the PDF (Parental Declaration Form) given to you by your Early Years Provider.

## EARLY YEARS ENTITLEMENTS:

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### FAQ'S

- **CHARGES**

The Early Years Entitlements are intended to deliver 15 or 30 hours a week of funded, high quality, flexible childcare. Parents may be charged fees for meals, other consumables, additional hours or additional services.

- **CAN I CLAIM THE EARLY YEARS ENTITLEMENT AT MORE THAN ONE EARLY YEARS PROVIDER**

Yes, up to a maximum of 2 sites in one day.

- **CAN I CHANGE SETTINGS?**

Funding will normally be paid for the whole term to the provider the child attends on Headcount day. If your child moves before or after the Headcount day, you will need to speak to your Early Years Provider to find out if they will agree to move any funding to the other provider.



For more information about childcare providers in Warwickshire please contact The Family Information Service on: 01926 742274 or [www.warwickshire.gov.uk/fis](http://www.warwickshire.gov.uk/fis)

For general funding enquiries please contact the Early Years Funding Team on: 01926 742233 or [www.warwickshire.gov.uk/childcarecosts](http://www.warwickshire.gov.uk/childcarecosts)

For eligibility and online application enquiries for 30 hours funding, please contact: HMRC's Customer Interaction Centre on 0300 123 4097 or [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk)

Updates October 2022

