

EARLY EDUCATION FUNDING POLICY - WINGLE-TYE 1

Early Education Funding Eligibility

2 year old children

There are two ways parents can apply for 2 year old funding:

- 1 Parents can get a funded place for 15 hours a week for their 2 year old if they receive some additional forms of financial support from the Government and their household income is £15,400 a year or less after tax. Parents can check the eligibility criteria for more details to see if they are eligible for a free 15 hour place and make an application at www.havering.gov.uk
- 2 Parents can get an expanded funding place for 15 hours a week if they are **working**. The parent and any partner **each** expect to earn on average at least £167 per week (equal to 16 hours at the National Minimum Wage or Living wage). Parents can find out more and apply for free childcare if you are working at www.gov.uk. You will be given a code for free childcare to give to Wingle-Tye.

3 and 4 year old children

All families in England with 3 and 4 year old children can get **Universal** funding (up to 15 hours a week) for childcare or early education for 38 weeks.

Working families in England with 3 and 4 year old children can get **Extended** funding (up to 30 hours a week). Full details of how 30 hours funding is applied, the timescales and cut off dates that are applied to claims can be found on line at www.childcarechoices.gov.uk.

Children can take up **Universal** and **Extended** funding at the start of the funding period following their third birthday.

Early Years Pupil Premium (EYPP)

If your child is accessing an early years funding place, Wingle-Tye may be eligible for extra funding to help support your child. EYPP is paid direct to the setting based on the first 15 hours of funding.

Disability Access Funding

If your child is accessing an early years funding place and is in receipt of **Disability Living Allowance** Wingle-Tye could be eligible for extra funding to help support your child. This is paid annually to the provider.

Parents or carers must complete and sign a **Parent Declaration Form** each funding period (term) to:

- Confirm, the agreement between Wingle-Tye and the parent for the duration of the funding period.
- Record the number of hours/weeks of free childcare for the duration of the funding period.

- Record if parents are accessing funding over one or more providers to prevent double claims being made. We may charge for the hours your child attends more than his/her **Free Early Years Funding Entitlement** if you have not declared accurately how many hours your child is attending with another provider.
- Give consent that the information provided on the **Parent Declaration Form** can be shared with the Local Authority.

Parents accessing **Extended** funding (up to 30 hours) entitlement **must reconfirm eligibility every three months**. If you fail to do so you could lose your eligibility for an **Extended** funding entitlement place at Wingle-Tye.

Government legislation states that free early education sessions can be delivered only between the hours of 6 am and 8 pm for a minimum session of 1 hour per day up to a maximum of 10 hours a day. Wingle-Tye delivers funding up to 15 or 30 hours a week over 38 weeks only.

Wingle-Tye will be claiming free early education hours in 3 hour blocks morning or afternoon sessions and 6 hour blocks for all day sessions. The free early education sessions we offer:

	2, 3 and 4 year old children
Monday	09.00-12.00 12.00-15.00 09.00-15.00
Tuesday	09.00-12.00 12.00-15.00 09.00-15.00
Wednesday	09.00-12.00 12.00-15.00 09.00-15.00
Thursday	09.00-12.00 12.00-15.00 09.00-15.00
Friday	09.00-12.00 12.00-15.00 09.00-15.00

If your child is absent from Wingle-Tye due to sickness, family holidays or days off, we are not required to provide alternative free sessions.

Please inform us of any reason your child is unable to attend by 9.30 am each day. It is Wingle-Tye's responsibility to maintain accurate records of children accessing early education and childcare funded places, including recording absences and the reasons for them. Early Education Childcare Funding is based on regular participation. Regular non-attendance of a child at the setting may result in funding being withdrawn.

Holiday arrangements:

Parents will not be able to claim alternative free sessions if the child does not attend due to family holidays.

Substituting days

Parents are not able to substitute alternative days. Wingle-Tye has to adhere to a strict adult to child ratio.

Changing funding entitlement

If you are not claiming your full Free Early Years Entitlement, you cannot ask for an additional session as a **one-off**. You can of course increase your free entitlement for the remainder of the funding period (term).

Parents must give four weeks' notice term time if they wish to move their child to another setting.

Additional hours above the Free Early Years Entitlement will be charged at £22.50 per 3 hour session (£45 per 6 hour session). You will be sent an invoice every half term which clearly shows the funded hours that are free and gives details of charges for additional hours.

More help with childcare costs

Childcare choices is a government website providing:

Information about all the different types of help with childcare costs and a link to the Government childcare-calculator that we recommend parents use to find out what schemes they are eligible for and how much they can get.

Tax Free Childcare. We are registered to accept tax free childcare. If you qualify you can get up to £500 every 3 months (up to £2000 a year) for each of your children to help with the cost of childcare.

Universal Credit

Childcare help if you are training.