

PRECIOUS TIMES CHILDCARE SERVICES

Funding Policy

Statement of Intent

Flexible Early Years Entitlement (FEYE) is a Government scheme which allows children to access funded, high quality Early Years provision.

The first few years of your child's life are when they develop fastest and will learn more than any other time in their life. It is at this time that children develop the foundations for lifelong learning. Research has shown that accessing quality Early Years Provision helps them acquire the skills they need to make good progress at school.

Precious Times, Laceby Acres is registered to offer the Flexible Early Years Entitlement (15 hours) to eligible 2 year olds and Flexible Early Years Entitlement – Universal (15 hours) and Extended (30 hours) to 3 and 4 year olds.

Eligibility

2 year funding

2 year olds are eligible for the Flexible Free Entitlement if they meet one or more of the following criteria:

In receipt of:

- Income Support
- income-based Jobseeker's Allowance (JSA)
- income-related Employment and Support Allowance (ESA)
- Universal Credit, and your household income is £15,400 a year or less after tax, not including benefit payments
- the guaranteed element of Pension Credit
- Child Tax Credit, Working Tax Credit (or both), and your household income is £16,190 a year or less before tax
- the Working Tax Credit 4-week run on (the payment you get when you stop qualifying for Working Tax Credit)

2-year-olds can also get free childcare if they:

- are looked after by a local authority
- have an education, health and care (EHC) plan
- get [Disability Living Allowance](#)
- have left care under an adoption order, special guardianship order or a child arrangements order

All places are allocated subject to availability.

3 year funding (universal 15 hour entitlement)

All 3 and 4 year olds are eligible the term after their 3rd birthday

A child born on or between	Will become eligible for the place
1 st April - 31 st August	September term following their 3 rd birthday
1 st September - 31 st December	January term following their 3 rd birthday
1 st January - 31 st March	April term following their 3 rd birthday

3 Year Funding (extended 30 hour entitlement)

Eligibility

Your eligibility depends on:

- if you are working
- your income (and your partner's income, if you have one)
- your child's age and circumstances
- your immigration status

You can get 30 hours free childcare at the same time as claiming Universal Credit, tax credits, childcare vouchers or Tax-Free Childcare.

If you are working

You can usually get 30 hours free childcare if you (and your partner, if you have one) are:

- in work
- on sick leave or annual leave
- on shared parental, maternity, paternity or adoption leave

If you're on adoption leave for a child aged 3 to 4 years old, you must return to work within 31 days of the date you first apply for 30 hours free childcare for that child.

If you are not currently working

You may still be eligible if your partner is working, and you get Incapacity Benefit, Severe Disablement Allowance, Carer's Allowance or contribution-based Employment and Support Allowance.

You can apply if you're starting or re-starting work within the next 31 days.

Your income

Over the next 3 months you and your partner (if you have one) must each expect to earn at least:

- £1,976 if you're aged 23 or over

- £1,909 if you're aged 21 or 22
- £1,420 if you're aged 18 to 20
- £1,000 if you're under 18 or an apprentice

This is at least the [National Minimum Wage or Living Wage](#) for 16 hours a week on average.

You can use an average of how much you expect to earn over the current tax year if:

- you work throughout the year but do not get paid regularly
- you're self-employed and do not expect to earn enough in the next 3 months

If you're self-employed and started your business less than 12 months ago, you can earn less and still be eligible for 30 hours free childcare.

For example, you're eligible if you're aged 23 or over and you earn £7,904 a year from irregular payments. This is the same as earning £1,976 every 3 months on average.

Certain types of income will not count towards the minimum amount you must earn to be eligible.

These include:

- dividends
- interest
- income from investing in property
- pension payments

If you or your partner have an expected '[adjusted net income](#)' over £100,000 in the current tax year, you will not be eligible.

Your child

You will not be eligible if your child does not usually live with you.

If you foster your child, you cannot use the online application to get 30 hours free childcare. Speak to your social worker and your [local authority](#) if you want to apply.

Your immigration status

To be eligible for 30 hours free childcare, you must have a National Insurance number and at least one of the following:

- British or Irish citizenship
- [settled or pre-settled status](#), or you have applied and you're waiting for a decision
- permission to access public funds - your UK residence card will tell you if you cannot do this

If you have a partner, they must have a National Insurance number too.

When to apply

You can apply from when your child is 2 years and 36 weeks old.

When your child turns 3	When they can get 30 hours from	Recommended time to apply
1 September to 31 December	Term starting on or after 1 January	15 October to 30 November
1 January to 31 March	Term starting on or after 1 April	15 January to 28 February
1 April to 31 August	Term starting on or after 1 September	15 June to 31 July

You can apply outside of these recommended dates but you might not receive your code in time. You must have a valid code by the end of the month before a new term starts.

Check with your childcare provider to find out the exact date your 30 hours free childcare starts.

You have to reconfirm your eligibility every 3 months. If you apply more than 3 months before the term starts, you'll have to reconfirm your eligibility in your account in order to keep your code valid.

What happens if a parent loses eligibility?

- They will receive a "grace period" – this means they will be able to keep their childcare for a short period.

Once the "grace period" has lapsed, the parent may be entitled to the universal 15 hour entitlement.

Further information can be found at <https://www.childcarechoices.gov.uk/> this website is also where parents should apply for the funding

Hours for the Flexible Early Years Entitlement

Universal

The Government states that each eligible child receives 15 hours a week for 38 weeks of the year. This must be taken over a minimum of 2 days and no longer than 10 hours per day. Funding must be taken at no more than two providers.

Here at Precious Times, Laceby Acres, funded hours can be taken between the hours of 7.30am-6pm.

You can top up your child's hours by paying for additional sessions (Please refer to our current pricelist for sessions and costing) any additional sessions must be paid for privately and in line with our Money Matters Policy.

All funded sessions are subject to availability with contracts being reviewed on a termly basis.

Extended

The Extended Early Years Entitlement is offered here at Precious Times, meeting the statutory guidance of sessions being no longer that 10 hours, not before 6am or after 8pm and taken at a maximum of 2 sites per day.

In some circumstances parents may choose to split their funding between 2 or more providers (maximum of 2 per day)

However, all places can only be offered subject to availability with priority going to children who have already been doing more than 15 hours per week with us before they become eligible. Children's universal entitlement will be allocated first followed by their extended entitlement subject to availability.

All funded sessions are subject to availability with contracts being reviewed on a termly basis.

Attendance

Funded places are much sought-after and there is often a waiting list for spaces therefore when a child's attendance causes us concern the following procedure will be followed:

- A meeting will be called with the parents / carers to discuss their absences and set a plan to help it improve, this plan will detail the required percentage attendance increase and what will be done by us and what has been agreed that the parents / carers will do. This plan will be put in writing to the parent / carer and require a signature – one copy to be kept in the child's file and one for the parents / carers reference.
- If no improvement is seen over the next 4 weeks then the child's place will be cancelled, this will take place with immediate effect and be put in writing to the parents.

Leaving before 'Headcount day'

If a child begins with us and then leaves before the official headcount day then the parents are liable for the childcare fees and will be invoiced.

Policy Revised Date	Revised By
9th February 2015	Mrs Kerry L Francis Miss Kerry L Whitney Mrs Helen Jackson Miss Vicki Mckay
14th December 2015	Mrs Kerry L Francis Miss Kerry L Whitney Mrs Helen Jackson Miss Vicki Mckay
8th May 2017	Mrs Kerry L Francis Miss Kerry L Whitney Mrs Helen Jackson Miss Vicki Mckay
1st May 2018	Mrs Kerry L Francis Miss Kerry L Whitney Mrs Helen Jackson
15th November 2022	Mrs Kerry L Francis Miss Kerry L Whitney Mrs Helen Jackson

**This Policy was Adopted at a Meeting of Managers and Directors
9th June 2014**

Mrs K Francis
Miss V Mckay