

Policy Statement

There are 3 strands of early years funding for 2,3- and 4-year-old children.

Sawston Nursery are registered with the Local Authority to offer families Nursery Education Funding. The government funds 570 hours of early years education for 3-4-year-olds the term after their third birthday. This is called Universal Funding. You may be entitled to the Extended Funding entitlement for working parents and will need to apply for this through HMRC. If you are eligible, you will receive a code and reminder when the code is approaching the expiry date. It is the parent/carers responsibility to share the code with the nursery and revalidate the code regularly to ensure you receive your funding entitlement.

At Sawston Nursery the free Universal entitlement offered is for 4 hours per day. This is spread over 50 weeks of the year for children attending full time. Parents of children attending nursery on a full-time basis will be entitled to have 20 hours of Nursery Education Funding a week. All other patterns of attendance will receive these hours on a pro rata basis.

If your child is term time only the funding would be spread over 38 weeks of the year.

Sawston Nursery will send you a parent/carers declaration and you must complete this form in full and return to the nursery for submission.

The Universal and Extended entitlement is available the term after a child's third birthday. On receipt of the eligibility code (11-digit code) from HMRC the nursery can claim the extended funding on your behalf. We would actively encourage you to apply the term before your child reaches the age criterion. If not, you may have to wait until the following term to access the additional extended funded hours.

We work in cooperation with other childcare settings supporting families in obtaining their full funded hours and families are able to use their funding at a maximum of two settings.

We require evidence of your child's identity and date of birth in order to process the funding application. For example, a birth certificate or NHS card. This is only required on the first enrolment of Nursery Education Funding.

We would like to remind you of the website to check your eligibility:

www.childcarechoices.gov.uk

Please inform us of your eligibility code so that we can validate your claim.

If your child is 2 years old, you may be entitled to funding the term after their 2nd birthday. You can apply online www.cambridgeshire.gov.uk/free2s

Apply by phone to Education Welfare Benefits Team on 01223 703200

Either parent must be in receipt of one of the following benefits:

- Working Tax Credit provided your annual income (as assessed by HM Revenue & Customs) does not exceed £16,190
- Income Support
- Income Based Job Seekers Allowance
- Income-related Employment and Support Allowance
- Support under part VI of the Immigration & Asylum Act 1999
- Child Tax Credit provided your annual income (as assessed by HM Revenue & Customs) does not exceed £16,190
- Guarantee element of State Pension Credit
- Universal Credit (provided you have an annual net earned income of no more than £15,400, as assessed by earnings from up to three of your most recent assessment periods)

Or the child:

- has been adopted from local authority care
- has been looked after by a local authority
- as left care through a special guardianship or child arrangements order
- Is in receipt of Disability Living Allowance
- has an Education, Health and Care (EHC) Plan

If you have received a letter, you will need to complete the online application form to check your eligibility. The letter is not proof of entitlement as your circumstances can change. You do not need the letter to make an application - anyone meeting eligibility can apply.

Children born in the period	Become entitled for funding at the start of the funding period or following	Funding Period
1 January - 31 March	1 April	Summer
1 April - 31 August	1 September	Autumn
1 September - 31 December	1 January	Spring

Table of eligibility dates below for funded children:

What is Early Years Pupil Premium (EYPP)?

This funding is provided by the government to the nursery and supports educational outcomes for eligible children. The nursery will use the money in ways they believe will support the child's learning and development and also enhance their learning experience by improving the teaching, learning, facilities, and resources with the aim of impacting positively on the child's progress and development.

Is my child eligible for EYPP?

Your child will be eligible if they are 3 or 4 years old, accessing a free place, and you meet qualifying criteria.

To find out if you are eligible you will need to complete the parent details section of the Parent/Carer Declaration which is provided by the nursery. Your information will be checked on a secure government benefits system, and you should receive a letter from the County Council telling you whether your child is

entitled. If your child qualifies, a payment will be made direct to the nursery. For more information, please go to www.cambridgeshire.gov.uk/eypp

Once your child is entitled to EYPP they will remain eligible until the end of their universal three- and four-year-old entitlement of early education regardless of any change in your circumstances.

Special Needs and Disability Access Funding

If your child is in receipt of Disability Living Allowance, the nursery may be able to obtain Disability Access Funding (DAF) to support the access of your child. Please talk to the nursery. DAF is to support early years to make initial reasonable adjustments and to build the capacity of their setting to support disabled children.

The Universal and Extended Nursery Education Funding Entitlement is calculated over 50 weeks of the year and the Local Authority determines the maximum amount of funding we are permitted to claim in each term. The funding will be shown and deducted from your monthly invoice.

This policy was adopted on	Signed on behalf of the nursery	Date for review
February 2022	T. Spencer	April 2024