

# 3 and 4-year-old funding parental agreement



## Spring term 2023: 1 January 2023 to 31 March 2023 free early education funding

For eligible 3 and 4-year-olds born between 1 January 2018 to 31 December 2019

### 1a. What you're agreeing to when you sign this form

You can claim:

- up to 10 hours in one day in 15 minute blocks
- up to a maximum of 15 hours, or 30 hours if eligible, per week
- with a maximum of 2 providers in one day
- for childcare between the hours of 6am and 8pm

Childcare providers can:

- set the times and weeks for when they give you the completely free offer. They should clearly explain these to you and are subject to availability
- withdraw the offer if your child does not attend the arranged hours on a regular basis
- charge you for optional additional services that are not included in the funding, for example, meals, snacks, drinks, trips or extra activities. You must ask if you have to pay for these services before using them. Your childcare provider should give you a separate agreement for these services
- where a parental agreement is amended or broken during a term, e.g. the child leaves without notice for reasons outside of those shown below, the funding will remain with the provider for a period of up to four funded weeks
  - you move out of the childcare provider's area
  - your child's sibling has moved or started school
  - you, as the child's parent or carer have changed, gained or lost your job
  - your child has a long-term illness or condition and a professional advises that a different childcare provider would be more suitable
  - there are safety or quality concerns and someone has made a formal complaint to Ofsted which they have accepted

As a parent or carer you must:

- use the funded hours agreed on a regular weekly basis, funding may be withdrawn with regular non-attendance.
- let your childcare provider know if your child is not going to attend nursery on any day and give a reason for this. Your childcare provider will record this information in their register
- let your childcare provider know if your child will be absent for a holiday (maximum of 2 weeks). If your child is absent for longer than 2 weeks your childcare provider can ask for you to pay back the funding. Contact your childcare provider if your child is going to be absent because of a long-term illness
- agree to the provider carrying out an initial eligibility check if you're entitled to a 30 hours funded place or the Early Years Pupil Premium funding element and for the local authority to carry out periodic checks to confirm your continued eligibility
- supply supporting evidence to your childcare provider if you're entitled to the disability access fund (DAF)

### 1b. Child's details (Please use child's legal name as per birth certificate and address as per your council tax bill).

Child's legal surname:		Child's legal first and middle names:	
Name by which child is known (if different):		Male/female:	
Date of birth: (proof of DOB req'd)		Postcode:	
Address:			
Ethnic background:			
White British		White Irish	White Eastern European
White Western European		Asian British Indian	Asian British Pakistani
Asian British Bangladeshi		Black or Black British Caribbean	Black or Black British African
White and Black Caribbean		White and Black African	White and Asian
Chinese		Any other Black background	Any other Asian background
Any other White background		Any other mixed background	Prefer not to say

## 2. Setting and attendance details. List all the settings your child is attending this term.

Discuss spring term 2023 funding options with the setting before you complete this section.

Setting name	A. Number of funded hours per week	B. Number of weeks funding claim for this term	Total funded hours (A X B)

## 3. Additional details for children claiming 30 Hours free childcare and/or Early Years Pupil Premium (EYPP) (if applicable)

Discuss these with your childcare provider: 30 hours ([dorsetcouncil.gov.uk/30hours](https://dorsetcouncil.gov.uk/30hours)) and/or EYPP eligibility ([dorsetcouncil.gov.uk/EYPP](https://dorsetcouncil.gov.uk/EYPP))

**30 HOUR CODES MUST BE OBTAINED BY 31<sup>st</sup> DECEMBER 2022 AT THE LATEST TO BE VALID IN THE SPRING TERM 2023**

Parent/carer surname:		Parent/carer first name:	
Parent/carer National Insurance Number:		Parent/carer date of birth:	
30 hours eligibility code:		EYPP eligibility code:	

## 4. Disability access fund (DAF) declaration

Three and four-year-old children who are in receipt of child Disability Living Allowance (DLA) and are receiving the free early education funding are eligible for the Disability Access Fund at one provider per financial year. Only tick yes if you wish this provider to claim the funding, you will also need to provide them with a copy your child's DLA award letter. Speak to your childcare provider for details.

My child is eligible and in receipt of DLA	Yes		No	
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## 5. Terms and conditions (parent or carer)

I, the parent or carer, agree to the points in 1a.

## 6. Terms and conditions (childcare provider)

I, the childcare provider will:

- provide the allocated hours free of charge with no additional costs, other than optional additional services which I have explained and agreed with you. A separate agreement and clear pricing structure cover the optional additional services
- continue to meet the criteria set out in the Local Provider Agreement for free early education places.
- Agree that funding to cover a notice period can only be retained if I have a signed parental agreement that covers the period being claimed for
- give you a copy of our privacy notice.

## 7. Declaration

**This agreement is between the parent and the provider as detailed below. By signing the agreement both parties confirm that they have read, understood and agree to the terms and conditions as outlined in sections 5 and 6 above.**

Parent/carer with legal responsibility		Childcare provider	
Signed:		Signed:	
Print name:		Print name:	
Date:		Date:	

### Parent newsletters

[Sign up to get parent newsletters](#) from Dorset Council's Family Information Service

Our parent e-newsletter provides information for parents/carers, including schools, childcare and local services and activities. Ask your childcare provider for a leaflet or information about [Dorset's Family Information Service](#).