

Early Education Entitlement Statement



Kerswell Kids Preschool

Kerswell Kids Preschool is registered with the Local Authority, Achieving for Children to offer the free early education entitlement to eligible families and claim the funding from Achieving for Children to deliver the entitlement hours. Kerswell Kids Preschool offers the following entitlement streams.

Working Entitlements

The working entitlements allows a child to access 15 hours funded childcare per week over 38 weeks (term time only) from the start of the term after their second birthday. To access the free hours at Kerswell Kids Preschool, the requirements are:-

- proof of your child's date of birth
- your eligibility code from HMRC which is valid for the period that you wish to claim your funded hours
- completion of a parent authorisation form to confirm the agreement for Kerswell Kids Preschool to access the funding for your child's place.

To find out if you are eligible and to apply for the eligibility code visit:-

<https://www.childcarechoices.gov.uk/>

Please apply for the eligibility **code** within the recommended times set out below and provide the code by the following deadlines. You must also continue to renew the eligibility code, every 3 months or as directed by HMRC to remain eligible. Otherwise you will no longer be eligible or able to access the working entitlement hours.

Child's birthday	Recommended time to apply for eligibility	Deadline to give eligibility code to childcare provider	Working entitlement access begins (start of funding term)
1 January - 31 March	15 January - 28 February	1 March	1 April (summer term)
1 April - 31 August	15 June - 31 July	1 August	1 September (autumn term)
1 September- 31 December	15 October - 30 November	1 December	1 January (spring term)

Universal Entitlements (all 3&4-yrs-old)

The universal entitlement allows a child to access 15 hours funded childcare per week over 38 weeks (term time only) from the start of the term after a child turns 3. To access the entitlement hours at Kerswell Kids Preschool, requirements are:

- proof of your child's date of birth
- completion of a parent authorisation form to confirm the agreement to access the funding for your child's place.

Kerswell Kids Preschool offers the universal hours in addition to the working entitlement hours allowing you to access up to a maximum of 30 hours per week over 38 weeks a year.

Families Receiving Additional Forms of Government Support (FRAS)

- Children, with parents/carers in receipt of certain benefits
- The child is in receipt of Disability Allowance
- Where the child is a Looked After Child

Children that meet at least one of the above may be eligible to access 15 hours of free childcare per week over 38 weeks (term time only) from the start of the term after the child turns 2 until the end of the term in which the child turns 3.

To access the free hours at Kerswell Kids Preschool, the requirements are:-

- your eligibility reference from Achieving for Children
- completion of a parent authorisation form to confirm the agreement to access the funding for your child's place.

To find out if you are eligible and to apply visit the [Achieving for Children - two year olds free childcare and early education](#)

If you are eligible for the free hours under both the FRAs stream and the working entitlement stream you will only be able to access 15 hours per week in total and it is advisable to apply under the FRAs scheme as eligibility is confirmed until your child turns 3.

Accessing Entitlements at Kerswell Kids Preschool

Kerswell Kids Preschool offer the early education entitlements on a term time only basis. Offering the full 15 hours or 30 hours where applicable per week over the maximum 38 weeks a year. Kerswell Kids Preschool term dates can be found on our website www.kerswellkids.co.uk

The entitlement hours are available at the Preschool as follows:-

- All morning sessions 9:00am to 12:00pm = 3 hrs x 5 sessions = **15hrs**
- Three morning sessions 9:00am to 12:00pm + two afternoon session 12:00pm to 3:00pm = 3 hrs x 5 sessions = **15hrs**
- Four morning sessions 9:00am to 12:00pm + one afternoon session 12:00pm to 3:00pm = 3 hrs x 5 sessions = **15hrs**
- 9:00am to 12:00pm + all afternoon sessions 12:00pm to 3:00pm = 3hrs x 10 sessions = **30hrs**
- Wraparound sessions to include the breakfast session are available and should be discussed with Preschool Manager

Please note we do not offer stand alone afternoon sessions

It is possible to split the entitlement hours with another setting. If a child is accessing the entitlement at another setting this must be declared on the parent authorisation form.

If a child does not attend an agreed entitlement session e.g. through sickness or holiday then the entitlement hours cannot be offered at another time.

In the event that when claiming the funding that you are not entitled to the free hours you have agreed to access at my setting for example not declaring hours at a different setting, not renewing an eligibility code then you will be charged my standard hourly rate for any hours accessed in the term. Persistent absence of more than 4 weeks may result in your entitlement being withdrawn.

Additional Charges

The entitlement hours cover basic childcare only, if a parent wishes to purchase additional sessions outside of the entitlement hours then the charges for additional hours are

- £30.00 per session for 2yr-old children
- £24.00 per sessions 3 & 4 yr-olds
- £12.50 breakfast session (including food)
- £2.50 lunch fee

Admission Criteria

The admissions criteria for the allocation of places should the Preschool be oversubscribed is as follows:

- Children aged 3 and 4 eligible for 15hrs Early Education Funding (*including 15hrs working entitlement*)
- Children aged 2 who have been referred by their local authority under the 2yr-olds 15hrs funding scheme.
- Children aged 2yrs eligible for 15hrs Early Education Funding (*working entitlement*)
- Any other children

Invoicing

Invoices will detail how many free entitlement hours have been accessed in the invoice period and will be issued monthly in advance, additional sessions and the purchase of meals will also be detailed on the invoice, payment is expected within 28 days of the invoices being issued – *late payments will incur a late payment charge.*

Notice Periods

Once a child has started accessing the entitlements there is a 4 calendar week notice period to change the number of hours or to end the agreement and move the entitlements to another childcare provider.

Once notice has been formally given in writing parents / carers will be given a copy of a notification of changes form that must be taken to any new childcare provider that you are taking up the entitlements with. Entitlement hours cannot be accessed at another provider until the week following the end of your 4 week notice period.

The Local Authority will only allow a change to hours or move to a different provider once per term.

In the event that that Kerswell Kids Preschool can no longer offer the entitlement sessions, then there will be no notice period applied to the early education entitlements and a parent may take up their entitlement sessions with another childcare provider as soon as arrangements have been made.

Date statement created: February 2024

Date policy reviewed:

Date of next review: March 2025

Policy most relevant to: Staff/Parents