

MATLOCK PRE-SCHOOL PLAYGROUP MATLOCK

Early Education Funding (EEF) Policy for 2, 3 & 4 Year Olds

Legal Framework

Equalities Act (2010)

Safeguarding Vulnerable Groups Act (2006)

Children Act (1989 s47)

Protection of Children Act (1999)

Data Protection Act (1998)

The Children Act (Every Child Matters) (2004)

Further guidance can be found at www.legislation.gov.uk, or www.hse.gov.uk, or other government websites.

When children are eligible for free nursery education

If your child's birthday is 1 January to 31 March - first term eligible is Easter (term five).

If your child's birthday is 1 April to 31 August - first term eligible is September (term one).

If your child's birthday is 1 September to 31 December - first term eligible is January (term three).

The policy is written within statutory and local authority guidelines, and may be updated from time to time

To receive the government Early Education Funding (EEF) the pre-school must be registered with Ofsted, and is required to comply with the Early Years Foundation Stage Welfare Requirements. These Standards promote a good quality of child care.

Early Education Funding (EEF) is administered by the Early Years and Childcare Sufficiency Team on behalf of Derbyshire County Council. As an Early Education Provider we are required to follow the guidelines set out in the Provider Agreement procedures and the Statutory Framework for the Early Years Foundation Stage (2014). We are required to ensure that children for whom we receive EEF attend

regularly and have an obligation to inform the Early Years and Childcare Sufficiency Team if children do not attend.

The EEF is provided for every eligible two, three and four year old, and is intended to fund a maximum of five 3 hour sessions per week for 12/13 week periods. As demand for places is high the number of sessions available to each child may be less than five. We do not offer stretched funding. Once a child exceeds 15 hours fees will be charged per session. Once grant funding is started and a child exceeds their weekly allowance, the latest hours added to their attendance shall be fee paying e. g. a child attends three hours per day Monday to Friday = 15 hours. The child then adds Monday PM which makes a total of 18 hours. Fees will be charged for the Monday PM session.

EEF is paid directly to the pre-school and is non-refundable.

To comply with these requirements the Pre-school will:

- **Require parents/carers to complete an Early Education Funding Form provided by the Pre-school prior to the child/ren child starting an EEF funded place.**
- **Require parents to provide a copy of the 2 year old offer funding confirmation letter including voucher slip (for 2 year olds).**
- **Require parents/ carers to provide the original and a photocopy of the child's birth certificate.**
- **Require evidence of disability living allowance or proof of an adoption order, special guardianship and residence order (if applicable).**
- **Need to be made aware if your child is claiming Early Education Funding at more than one setting.**
- **Require a minimum target attendance of a satisfactory level (90%) per term. We will monitor children's attendance in the following ways:**

We require you to contact the pre-school to inform us if your child is going to be absent or late and the reasons for this.

We will make every attempt to contact you if the reason for the absence is unknown.

We will record reasons given for the absence, late arrival or early departure on the daily register and on your child's attendance log.

We will monitor reduced attendance and after a period of reduced attendance discuss with parents/carers the reasons for reduced attendance.

We will write to inform parents/carers that if attendance patterns are not improved their child's funded hours may be reduced or withdrawn.

We will write to the parent/carer and give a notice period of 2 weeks for the funded place if the attendance does not improve.

We expect that you inform the setting, in writing, if your child is going on holiday and will not be attending. Please note that we are able to continue to receive funding for a child who goes on holiday for a period of up to 4 weeks in one term if we are notified of this in advance.

Late Drop Offs and Early Pick Ups

Where a parent consistently drops a child off late or collects a child early from their funded early education session we will try to establish the reason for this. Where necessary we will contact Derbyshire District Council to take advice.

Please be aware Early Education Funding may be withdrawn where children's attendance including late drop off and early collection does not meet the required level.

Further Information

- The local authority funds EEF and states how many hours will be funded in each funded period.
- Attendance of all children is monitored by the Local Authority through an internal audit.
- All closure dates can be found on our website.
- If your child leaves the setting the pre-school will require a one month notice period.
- The Pre-school reserves the right to change a child's pattern of attendance giving a minimum of 28 days notice to the parent/carer.
- If a child joins Matlock Pre-school Playgroup after the designated headcount week, they will not be eligible for funding until the following term.
- Where a child attends more than one setting we will make every attempt to liaise and exchange information with the other setting to support your child's progress and development.

Additional Funding

30 hours funding

Legal framework

The Childcare Bill

Childcare Act 2016.

There will be an increase in free childcare available for working parents of three and four year olds to 30 hours per week from September 2017. Parents of three and four year olds will need to meet certain criteria in order to be eligible for 30 hours free childcare. We will be providing, subject to available sessions, 30 hour funding at Woolley road. All children who are attending the Tin hut site in July will be offered 15 hours funding at Woolley road for September. Please note they we require each child to attend at least 3 sessions per week at Woolley road. After those places have been allocated we will then share out the remaining sessions to those parents who wish to access further hours. Please remember that your 30 hours funding can be taken at a maximum of 3 different settings. Further information and details of criteria is available on our website.

The digital childcare service is open to parents who wish to check their eligibility for the 30 hours extended entitlement. Access to the system will be staggered based on the child's date of birth. Please see the link below to the eligibility checker:

<https://childcare-support.tax.service.gov.uk/>

Early Years Pupil Premium

Early Years Pupil Premium Funding is available for all children, over 3 years of age, from lower income families. To find out if a child qualifies the parent must complete the Early Years Pupil Premium registration form and return it to Playgroup. The form is given to all parents during the taster session in addition to being available on our website. This funding goes directly to the preschool to enhance your child's preschool learning and is extra to grant fee payment.

Queries and complaints

Any queries or complaints regarding the delivery of funded hours should be addressed to Liz Neil (Manager).

Tax- Free Childcare Scheme

Matlock Pre-school Playgroup have signed up for the Tax-free childcare scheme.

Parents can open an online account, which they can use to pay for childcare from Playgroup.

For every £8 a parent pays in, the government will pay an extra £2. Parents can receive up to £2,000 per child per year, towards their childcare costs, or £4,000 for disabled children.

1. Parents/carers will be able to open an online childcare account.
2. Parents and others can pay money into their childcare account as and when they like.
3. For every 80p parents/carers pay in, the government will top up an extra 20p.
4. The scheme will be open for children up to the age of 12 years
5. To qualify, parents will have to be in work, each earning around £115 per week (if over 25 years old) and not more than £100,000 per year.
6. Any eligible working family will be able to use the scheme – it does not rely on employers offering it.
7. The scheme will also be available to parents who are self-employed.
8. Parents currently in receipt of Employer- Supported Childcare can continue to do so
9. The process will be as simple as possible for parents/carers.
10. Parents/carers will be able to withdraw money from the account if they want to.