



Dear Parent/Carer,

Ref: Free Early Education for 3 & 4 Year Olds

As you may be aware, the government funds local authorities to ensure that a free part time early year's education place is available for every three and four year old. We understand that your child will become eligible for this funding from the beginning of the next term and therefore would like to provide you with the below information so that you can make an informed decision around the type of session you will require.

From September 1st 2017, the Department for education will offer all eligible three and four year olds 15 hours per week term time only universal entitlement funding following the term after their third birthday. Applicable children may be entitled to 30 hours per week term time only extended entitlement subject to eligibility checks from HMRC.

With your child's first funded term fast approaching, we're encouraging parents to apply for their extended codes as soon as possible to ensure to get your code in good time for next term. Not all parents can get a code straight away – HMRC sometimes needs more information to check whether a parent is eligible.

You can check your eligibility here www.childcarechoices.gov.uk

You will also need to reconfirm eligibility for extended funding every 3 months with HMRC by logging into your account.

Parents are not required to contribute towards the free entitlement sessions however fees apply for services and childcare that is additional to the free place. To cater for our customers the nursery universal and extended free entitlement sessions are available from September 2017 to be taken across 52 weeks per year. The free entitlement hours are spread across 52 weeks for a maximum of 11 hours per week on the universal free entitlement offer and 22 hours per week for the extended free entitlement offer, dependant on sessional attendance. Each session will include a maximum of 2.75 funded hours and free entitlement only sessions are subject to your nurseries availability. Term time attendance is not available.

The nationally prescribed dates for determining eligibility for both the universal and extended free entitlement are as follows:

A child born on or between:	Will become eligible for a free place from:
1 st April and 31 st August	1 st September following their 3 rd birthday
1 st September and 31 st December	1 st January following their 3 rd birthday
1 st January and 31 st March	1 st April following their 3 rd birthday

The core offer for our free entitlement sessions are detailed in the table below:

Universal free entitlement sessions, up to 11 hours per week over 52 weeks	
Monday to Friday (AM session 9am – 11.45am) (PM session 1.45pm – 4.30pm)	2.75 funded hours per session (max 4)
Extended free entitlement sessions, up to 22 hours per week over 52 weeks	
Monday to Friday (AM session 9am – 11.45am) (PM session 1.45pm – 4.30pm)	2.75 funded hours per session (max 8)

If you would like your child to attend a funded session with no additional services this place is subject to nursery availability and will be secured on a termly only basis and could be subject to change. Please speak to your nursery ahead of the funded term with regards to availability and spaces.

The additional service session cost is for the flexible services of drop off and collection between 7.30am – 6.30pm, all freshly prepared meals (breakfast, lunch, tea and snacks) dependant on session type and a place guaranteed for every term until your child reaches school age.

Further information will be provided to you ahead of the term in which your child becomes funded however if you do have any queries relating to the free entitlement funding please do not hesitate to speak to me directly.

Yours sincerely

Nursery Manager