



Education Support Service
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11th March 2024

Summer 2024 – important information regarding early education funding

Dear Provider

Please see below, key summer term information for all providers offering early education places, including school nurseries and out of school clubs.

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Deadline Dates

By When	Action required
Tuesday 9th April	Submit estimate figures onto the portal (funded hours per week expected to be taken at your setting for all 2, 3 & 4 year olds) If you fail to submit an estimate by this date, your interim payment may be delayed.
Friday 17th May	Enter your headcount data (actual number of hours each child claims at your setting) You will not receive funding for late data resulting in an over claim, as the funding will have already been allocated to the other setting. It is not possible to add children to the portal after the headcount deadline date. It is the provider's responsibility to check that ALL data submitted is correct
Ongoing	Submit new children potentially eligible for Early Years Pupil Premium Enter the parents NI Number, date of birth & surname onto the portal, Tick the 'consent to check for EYPP box' so we can carry out the checks. Eligible children will be identified on the portal following each fortnightly eligibility check & funding paid during the second half of the term with the final payments.
Ongoing	Regularly: Review your payment summaries to check your data and that any payments due are correct. Check your funding email account to ensure you receive the latest information regarding the portal. Check the portal to identify children approved for EYPP. Remind families with an eligibility code to reconfirm eligibility every 3 months

PROVIDER AGREEMENT FOR 1ST APRIL 24 – 31ST MARCH 26

Due to the new childcare reforms, we have reissued an updated provider agreement for the period 1st April 2024 to 31st March 2026. Please could you read the agreement and **complete and sign** the **'2024 Renewal EY Provider Declaration'** form by **31st March**.

All providers who intend to deliver funded places for under 2s, 2-year-olds or 3 & 4 year olds at any point between March 2024 and April 2026 are required to complete this document. If you are a new provider registering for funding OR if your bank details need changing, you will **instead** need to **email the funding team** so you can complete the **'EY Declaration with Bank Details'** form so we can update your record.

Please email a scanned copy of the declaration to earlyyearsfunding@york.gov.uk. We **will not** be able to process your interim payment until we receive the signed provider declaration form.

Early education funding rate for financial year 2024/25

The proposed funding rates for the financial year 2024/25, have now been approved and we can confirm the following funding rates:

Under 2s base rate: £9.58 Deprivation £1.04 – all hours

2-year-old base rate: £7.06 Deprivation 76p – all hours

3- & 4-year-old base rate: £5.09 Deprivation 55p - all hours

EYPP 68p for first 15 hours for all eligible children claiming funded hours.

DAF £910 annual payment for all eligible children claiming funded hours.

Childcare reforms summary

- **April 2024:** eligible working parents of 2-yr-olds: 15 hours
- **Sept 2024:** eligible working parents of children 9 months+: 15 hours
- **Sept 2025:** eligible working parents of children aged 9 months+: 30 hours
- **From Sept 2026:** all parents of primary school children able to access wraparound care in their local area from 8am – 6pm, term time only. To help ensure they have enough childcare to work full time, more hours and with flexible hours.

From April 2024, there will be 2 streams of 2-year-old funding.

1) Existing funding for Disadvantaged 2-year-olds.

- 15 hrs per week
- apply through City of York Council (CYC)– if eligible they will receive a letter containing a 6-digit code.

2) New 2-year-old funding for Working parents.

- Initially 15 hours per week increasing to 30 hours in September 2025
- Apply through Childcare Choices website – if eligible they will receive an 11-digit code beginning with '50'

You may have families eligible for both 2-year-old offers however families can only claim funding through one of the 2-year-old offers:

- **Until September 2025**, these families should be directed onto the **disadvantage entitlement offer**.
- **After September 2025**, these families should be directed onto the **working entitlement** (so that they can access 30 hours)

If a family is not eligible / loses eligibility for the 'working families' offer, encourage them to apply for the [other 2-year-old offer via CYC](#).

If family is not eligible for 2-year-old offer via CYC, funding team will encourage them to apply via [Childcare Choices](#).

Parental declaration forms / birth checks

A form must be completed for **ALL** children accessing a **2-, 3- or 4-year-old** funded place & kept for 4 terms. An [updated parent declaration form](#) is available on the Raise York website alongside an [accompanying parent information sheet](#). These forms can now be completed electronically by parent/carers, and the option to print these forms remains. Providers are welcome to use their own versions of the parent declaration forms however we ask that the privacy notice details are included as well as all the necessary fields outlined in the City of York Council form.

Providers should:

- Ensure the relevant boxes are signed and ticked by the parent/carer if an eligibility code or an EYPP check is required, or if the parent has been issued an eligibility letter for a funded 2-year-old place.
- Check that information entered onto the funding portal matches the declaration form.
- Check original copies of documentation to confirm a child has reached the eligible age for all funded entitlements. You should **NOT** retain copies of this documentation.

Funded 2-year-old places (disadvantaged entitlement)

The local authority receives a list of potentially eligible parents from the DWP several times each year. We cross check this list with our funding portal to identify families already accessing a funded place. Families on the list who are not accessing a funded place will receive a letter from us to say that they may be eligible for a funded place and inviting them to apply, which they can do online at www.raiseyork.co.uk/2yearfunding or by contacting the Family Information Service (FIS) on 01904 554444.

Families who apply and are eligible will receive a letter containing a 6-digit code which they must take to their chosen provider, therefore you will need to see the approval letter and the 6-digit code before offering a funded place for a 2 year old.

Working parent entitlement for 2 year olds and 3 & 4 year olds

Parents **MUST** apply for an eligibility code for this entitlement via the [Childcare Choices](#) website before **31st March 2024** for a place from the Summer term and will need to reconfirm their eligibility every 3 months.

The following information needs to be provided by the parent and submitted onto the portal to allow both yourself and the local authority to check that the code is eligible:

- Their eligibility code
- Parents National Insurance number
- Child's date of birth.

Please can providers:

- Ensure the parent signs the Parental Declaration Form and ticks the statements relating to the checks completed by the Local Authority regarding their eligibility for the funded entitlement.
- Check the portal for codes with a grace period of 31st March - these families **MUST** reconfirm eligibility by 31st March to remain eligible for the working parent entitlement in the summer term.

Stretched offer funding

Stretched offer is calculated in 3 equal 4 month funding blocks (190 or 380 hours) across the academic year as follows:

Spring Term 1st January to 30th April

Summer Term 1st May to 31st August

Autumn Term 1st September to 31st December

The portal does not permit inputs for a 16/17 week stretched offer so please refer to guidance on the [patterns of take up webpage](#).

Disability Access Fund (DAF)

Providers are encouraged to speak to parents/carers to find out who may be eligible. Families receiving Disability Living Allowance (DLA) for their child who is accessing a funded place should:

- ❖ complete the DAF Declaration Form
- ❖ provide you with evidence to show that the child is receiving DLA.
- ❖ you should then email the completed DAF Declaration form AND a copy of the evidence to: earlyyearsfunding@york.gov.uk via a secure email link.

On receipt of the completed DAF Declaration Form /evidence, the one-off payment will be made to the nominated provider with the balance payment for the funded entitlement.

Early Years Pupil Premium (EYPP)

EYPP has now been extended to eligible 2-year-olds. If a child is found to be eligible, this will show on your portal as a weighting of 002. More information about EYPP can be found on our [EYPP page](#).

Early years inclusion fund

Inclusion Funding is available to support children with SEND/Additional needs accessing an early education place. Priority is given to children with 'high needs/low incidence, however, support for children with 'high incidence–low needs' will be considered if they meet threshold level 2 and above descriptors. An application form can be found on the [Early Years Inclusion funding webpage](#).

Yours sincerely,
Nicola Sawyer
Early Years Sufficiency and Entitlements Manager

SUMMARY TABLE: DEADLINE DATES SUMMER TERM 2024

ELIGIBLE DATES OF BIRTH RANGE FOR 3- & 4-YEAR-OLD PLACES:

1ST APRIL 2019 – 31ST MARCH 2021

ELIGIBLE DATES OF BIRTH RANGE FOR 2-YEAR-OLD PLACES:

1ST APRIL 2021 – 31ST MARCH 2022

DEADLINE FOR ENTERING ESTIMATES FOR 2, 3 & 4-YEAR OLDS:

TUESDAY 9TH APRIL

CENSUS DATE

THURSDAY 16TH MAY

DEADLINE FOR SUBMISSION OF ACTUAL CLAIM/HEADCOUNT DATA FOR 2, 3
AND 4-YEAR OLDS, INCLUDING PARENT'S EYPP DETAILS

FRIDAY 17TH MAY

DEADLINE FOR SUBMISSION OF DAF (DISABILITY ACCESS FUND)
APPLICATIONS

FRIDAY 17TH MAY