

FREE ENTITLEMENT POLICY

To make every parent/carer aware of the free entitlement available to them.

2 year old funding

2 year olds from families who meet the criteria for free school meals will be eligible. This means that you may be able to claim Free Entitlement for 2 year olds if you are in receipt of one of the following benefits:

- Income Support
- Guaranteed element of State Pension Credit;
- Income-based Jobseeker's Allowance;
- Income-related Employment and Support Allowance;
- Support under Part VI of the Immigration and Asylum Act 1999;
- Universal Credit and have an annual net earned income equivalent to and not exceeding £15,400
- Child Tax Credit, provided that you are not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190, as assessed by Her Majesty's Revenue and Customs (or any subsequent replacement)
- Working Tax Credit 4-week run on (the payment you get when you stop qualifying for Working Tax Credit)

You can apply online at www.westsussex.gov.uk search 2 year free entitlement or phone 01243 777807

3 & 4 year old Funding

- Funding is available from after the term your child turns 3 for 15 hours Universal and the 30 hours extended offer for 37 weeks a year.
- Funding can be used across all sessions. No restrictions are applied.
- If you wish to use the extended funded hours (30 hours) eligible families must be in receipt of an eligibility code prior to an application of a space. It is the parents responsibility to reconfirm eligibility codes every 3 months.
- Funding can be used across 2 settings.
- Proof of the child's birth date will need to be provided either by passport or birth certificate.
- Sunnyside Preschool will inform parents/carers when their child becomes eligible for free entitlement and will provide a parent declaration form to complete to secure the funding.
- Parent/Carers who wish to claim the free entitlement should register with Sunnyside Preschool no later than the head count day.
- Where a child moves from Sunnyside Preschool to another provider within West Sussex after head count, Sunnyside Preschool will ensure that the balance of the unused funding will be transferred to the new provider on their request provided a minimum of 4 weeks notice has been given.

EYPP and DAF payments

- The Government sets the rate of **Early Years Pupil Premium (EYPP)** as part of the allocation of early years funding annually. Eligible children can start claiming EYPP in the term in which they become eligible for three-and-four-year-old free entitlement.
- **Disability Access Funding (DAF)** is funding for early years providers to support children with disabilities or special educational needs. It aids access to early years places by supporting providers in making reasonable adjustments to their settings.
- Parents must declare they are happy for the setting to apply for EYPP payments and DAF to allow the setting to secure the funding.
- The setting will be fully transparent in funding secured and how it is being used.
- The setting will involve parents and carers in discussing how to use any funding procured.
- EYPP and DAF Funding will be used to support the child within the setting. This will be towards resources, training for staff, additional staffing, outside providers or any other support deemed appropriate.
- Parents and carers will be asked to supply a copy of their DLA letter to support the application.

A child born on or between	Will become eligible for a free place from
1 st of 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

- For more information on Free Entitlement contact the Family Information Service (FIS)
phone: 01243 777807
email: family.info.service@westsussex.gov.uk
- www.westsussex.gov.uk/freechildcare

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