



BEDFORD BOROUGH COUNCIL

## PARENT / CARER DECLARATION FORM FOR NURSERY EDUCATION FUNDING FOR 2, 3 & 4 YEAR OLDS

**SPRING 2018**

This agreement is between the parent and the early years provider and allows the provider to collect information from the parent / carer of the funded child to enable a claim to be made for nursery education funding.

My child is attending the following providers this term:	Universal (U) or Extended (E)	Please enter <b>TOTAL HOURS ATTENDED</b> for each day					Total no. of <b>FUNDED</b> hours per week	Term Time only or stretched
		Mon	Tue	Wed	Thu	Fri		
This provider:								
Other provider(s):								
Total daily <b>FUNDED</b> hours attended								

**Universal** = hours all funded 2, 3 & 4 year old is entitled to.

**Extended** = hours families can claim if they are entitled to 30 hours

CHILD'S DETAILS			
Forename		Address Line 1	
Middle Name		Address Line 2	
Surname		Address Line 3	
Date of Birth		Town	
Gender	Male / Female	County	
Preferred Surname		Postcode	

Please tick the appropriate box below to state whether your child has a Special Educational Need (SEND)			
No Special Educational Needs		SEN Support	
		Education Health and Care Plan	

DISABILITY LIVING ALLOWANCE (DLA) and DISABILITY ACCESS FUND (DAF)	
3 & 4 year old children who are in receipt of DLA and are receiving the funded entitlement are eligible for DAF. Funds are paid to the provider of nursery education funding at a fixed annual rate of £615. Evidence the DWP letter must be provided with this form.	
Is your child in receipt of DLA? Yes / No	If your child is splitting their funded entitlement across 2 or more providers, please nominate the main setting where the Local Authority should pay the DAF Main setting .....

CHILD'S ETHNIC GROUP (Please tick one of the boxes below)						
<b>White</b>	- British (WBRI)	<input type="checkbox"/>	<b>Asian or Asian British</b>	- Indian (AIND)	<input type="checkbox"/>	
	- Irish (WIRI)	<input type="checkbox"/>		- Pakistani (APKN)	<input type="checkbox"/>	
	- Traveller of Irish Heritage (WIRT)	<input type="checkbox"/>		- Bangladeshi (ABAN)	<input type="checkbox"/>	
	- Gypsy/Roma (WROM)	<input type="checkbox"/>		- Any other Asian background (AOTH)	<input type="checkbox"/>	
	- Italian (WITA)	<input type="checkbox"/>		<b>Black or Black British</b>	- Caribbean (BCRB)	<input type="checkbox"/>
	- White other (WOTH)	<input type="checkbox"/>			- African (BAFR)	<input type="checkbox"/>
		- Any other black background (BOTH)	<input type="checkbox"/>			
<b>Mixed</b>	- White and Black Caribbean (MWBC)	<input type="checkbox"/>	<b>Chinese (CHNE)</b>	<input type="checkbox"/>		
	- White and Black African (MWBA)	<input type="checkbox"/>	<b>Any other ethnic background (OOTH)</b>	<input type="checkbox"/>		
	- White and Asian (MWAS)	<input type="checkbox"/>	<b>Prefer not to say (REFU)</b>	<input type="checkbox"/>		
	- Any other Mixed background (MOTH)	<input type="checkbox"/>	<b>Not obtained (NOBT)</b>	<input type="checkbox"/>		

<b>2 YEAR OLDS:</b>	<b>CHILD TAKING THE EXTENDED 15 HOURS:</b>
I confirm the above named child is eligible for a funded 2 year old place	I confirm the above named 3 or 4 year old child is eligible for the extended 15 hours funding.
<b>2 Year Old Reference:</b>	<b>30 Hours eligibility code (11 digits):</b>

<b>PARENT / CARER WITH PARENTAL RESPONSIBILITY</b>			
<b>Parent / Carer Details (1)</b>		<b>Parent / Carer Details (2)</b>	
<b>Forename</b>		<b>Forename</b>	
<b>Surname</b>		<b>Surname</b>	
<b>Date of Birth</b>		<b>Date of Birth</b>	
<b>National Insurance or NASS No.</b>		<b>National Insurance or NASS No.</b>	

**I, the parent / carer understand:**

- I am responsible for ensuring that my child uses the funded hours applied for on a regular weekly basis and understand that if my child does not attend on a regular basis the funding may be withdrawn.
- A maximum of 10 hours may be taken in any one day, in ¼ hour (0.25) blocks and a maximum of 15 hours, or 30 hours if eligible, per week. A maximum of 2 providers can be used in one day.
- Hours may only be taken between 6am and 8pm.
- If my child attends a state maintained primary school provision, the hours attended count towards my child's entitlement.
- Optional additional services such as meals/snacks/drinks, trips and extra activities such as music/dance etc, are not covered by the Nursery Education Funding and the provider can make additional charges. It is my responsibility to ask whether charges apply before using the additional services and I will have to pay fees for these services if I want to receive them.
- If my child attends more than one provider, all providers and the total number of hours I wish to claim at each provider have been listed on this form.
- If I cease to meet the 30 hours eligibility criteria I will continue to receive funding for the "grace period" only
- I am entitled to claim for no more than the maximum number of funded hours for each period and that any hours my child attends over this will be charged to be by the childcare provider.
- If I have given any false information on this form, I may be asked to reimburse the provider. I confirm the details stated on this form are correct.
- I authorise Bedford Borough Council to check my eligibility for Early Years Pupil Premium (EYPP) / Funding for 2 Year Olds / 30 Hours Childcare as required, enabling the appropriate funding streams to be paid to my provider.
- I have shown the provider proof of my child's current address and date of birth.
- This information will be held electronically by the local authority under the requirements of the nursery education funding by the Department for Education.
- I have seen a copy of the Privacy Notice.
- I agree that if my child's funded hours increase during the term, I will fill in and sign a new parent declaration form

**Please return this form to your provider**

<b>Signature:</b>	<b>Print Name:</b>	<b>Date:</b>
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Data Protection: All information you send us will be kept strictly confidential and used only by Bedford Borough Council. It will not be shared with any other individual or organisation.

**ELIGIBLE DATES OF BIRTH: 1 JANUARY 2013 TO 31 DECEMBER 2015**

**Local Authority Spring 2018 Dates are: Wednesday 3 January – Thursday 29 March 2018**