

# Parent/Carers Declaration Form



All three and four year olds are eligible for a funding early years education place of 15 hours a week for 38 weeks per academic year (term time only) or the equivalent of 570 hours stretched over the whole year. Some two years olds are eligible for 15 hours per academic year subject to certain criteria. Please see Parents/carer notes.

In addition some three and four year olds will be eligible for 30 hours per week funding early education place. This form collects information to assess which funding you are eligible for including Pupil Premium and Disability Access Fund.

**Parent/Carers Details: The person receiving the benefit must be listed:**

Title:	
Legal Forename:	
Legal Family name:	
Previously known surname:	
Address & Postcode:	
Date of birth:	
Telephone:	
Mobile	
Are you a lone Parent/Carer	Yes / No
Email address:	
National Insurance:	
30 hours eligibility code:	
24U eligibility code:	
Relationship with child/ren name on this claim:	

**If you have joint parental responsibility please complete the details below:**

Title:	
Legal Forename:	
Legal Family name:	
Previously known surname:	
Address & Postcode:	
Telephone & Mobile:	
Date of Birth	
National Insurance	
Relationship to child/ren named on this claim:	

**Child details:**

Legal Forename:					
Legal Family name:					
Date of birth:					
Gender	Male / Female				
Ethnicity code: (refer to parents/carers notes)					
Address & Postcode:					
Language Spoken:					
Document proof of DOB (e.g. Birth certificate or passport)					
Document recorded by (name of member of staff)	Name: Date:				
Additional information: If you have ticked, please provide evidence	DLA <input type="checkbox"/>	EHCP <input type="checkbox"/>	LAC <input type="checkbox"/>	Adopted <input type="checkbox"/>	Residence order / Special Guardianship <input type="checkbox"/>
Early Years Setting:	Little Explorers Pre-School / Explorers at Sundorne / Explorers at Trefonen/ Explorers at Hadnall				
Proposed start date:					
Proposed hours per week:					

**Early Years Setting and attendance details**

- You need to complete this Declaration Form for each setting your child attends for their early education entitlement in order to ensure that funding is paid fairly between them.
- If your child attends more than 1 setting you can decide how to allocate your funding hours.
- If your child is in receipt of DLA one Provider may be eligible for Disability Access Fund – to help us allocate this, please nominate your main Provider: \_\_\_\_\_

**Please record your 24U hours (if eligible) or universal entitlement (15 hours for all 3 & 4 Year olds in the below box:**

Early Years Setting Name (s)	Please enter total free entitlement hours attended per day					Total number of hours per week	Number of weeks per year (e.g. 38 or 51)
	Mon	Tues	Wed	Thurs	Fri		
A							
B							
C							
<b>Total Daily Free Hours Attended</b>							
<b>Start date/s</b>							

If you are eligible for your extended free entitlement (additional 15 for 3 & 4 Year olds), please record these hours in the box below:

Early Years Setting Name (s)	Please enter total free entitlement hours attended per day					Total number of hours per week	Number of weeks per year (e.g. 38 or 51)
	Mon	Tues	Wed	Thurs	Fri		
A							
B							
C							
<b>Total Daily Free Hours Attended</b>							
<b>Start date/s</b>							

**Parent/Carer/Guardian with legal responsibility declaration**

I am eligible for (Please refer to Parents Notes and tick)

- 15 hours for two year olds (see note 1)
- 30 hours for three and four year old (see note 2)
- 15 hours for three and four year old (see note 3)
- Disability Access Fund i.e. in receipt of DLA (see note 4)
- Early Years Pupil Premium (see note 5)

I agree that the information given above is correct, and I give permission for Shropshire Council to check my eligibility status with the relevant benefit providers, and hold my details to make further checks including Early Years Pupil Premium and Disability Access Fund. I agree to inform you immediately if my benefit stops or changes. If eligible I agree to complete the Shropshire Council registration form (Two Years olds only)

**Autumn Term ~ 2020**

Parent/Carer Signature: Date:	
Childcare Provider Signature: Date:	

**Spring Term ~ 2021**

Parent/carer Signature: Date:	
Childcare Provider Signature: Date:	

**Summer Term ~ 2021**

Parent/carer Signature: Date:	
Childcare Provider Signature: Date:	

**Data Privacy:** The Data Protection Act 1998 puts in place certain safeguarding regarding the use of personal data by organisations, including the Department for Education (DfE), local authorities and schools. The Act gives rights to those (known as data subjects) about whom data is held, such as pupils, their parents/carers and teachers. This includes:

- The right to know the types of data being held
- Why it is being held
- To whom it may be communicated

Should you have any concerns in relation to how our information or the information relating to your child/ren is being used, please contact your provider or [nef@shropshire.gov.uk](mailto:nef@shropshire.gov.uk).

**Parents/Carers Notes:**

Full details of all the current Early Years Entitlements and the relevant eligibility criteria for each are available on the following website: [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk).

**Note 1:** To be eligible for 15 hours for my two year old, I must be in receipt of an edibility confirmation letter issued by Shropshire Council.

**Note 2:** To be eligible for 30 hours for my three or four year old, I must have confirmed my entitlement via the Childcare Choices website and be issued with the relevant Unique Reference Number (URN).

**Note 3:** All three and four year olds are entitled to 15 hours early education. If you are not entitled under note 1 or note 2, you can choose to pay for additional hours yourself and you may get support from the Government through Tax/Universal Credits or through Childcare Vouchers visit [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk).

**Note 4:** Childcare providers are able to claim additional funding for those children who are in receipt of Disability Living Allowance (DLA). DAF is paid to the child's setting as a fixed annual rate. [www.gov.uk/disability-living-allowance-children-overview](http://www.gov.uk/disability-living-allowance-children-overview)

**Note 5:** Early Years Pupil Premium (EYPP) is an additional sum of money paid to childcare providers for children of families in receipt of certain benefits including:

- Income Support/Income based JSA, income related ESA
- Child Tax Credit (but not working TC) and combined incomes is less than £16,190
- Universal Credit
- The Guarantee element of State Pension Credit
- Support under part VI of the Immigration and Asylum Act
- Child in receipt of DLA
- Child is Looked After, has left care through Adoption, Special Guardianship or Residence Order.

This funding will be used to enhance the quality of their early year's experience by improving the teaching and learning, facilities and resources, with the aim of impacting possibility on your child's progress and development. For more information, please see Shelly or Lyndsey.

**Child Ethnicity Codes:**

<b>Ethnicity Category</b>	<b>Code</b>	<b>Ethnicity Category</b>	<b>Code</b>
White ~ British	WBRI	Asian or Asian British ~ Pakistani	APKN
White ~ Irish	WIRI	Asian or Asian British ~ Bangladeshi	ABAN
Traveller of Irish Heritage	WIRT	Asian or Asian British ~ Any other Asian Background	AOTH
Gypsy / Roma	WROM	Black or Black British ~ Caribbean	BCRB
White ~ Any other White Background	WOTH	Black or Black British ~ African	BAFR
Mixes ~ White and Black Caribbean	MWBC	Black or Black British ~ Any Other Black background	BOTH
Mixed ~ White and Black African	MWBA	Chinese	CHNE
Mixed ~ White and Asian	MWAS	Any other Ethnic Group	OOTH
Mixed ~ Any Other Mixed background	MOTH	Refused	REFU
Asian or Asian British ~ Indian	AIND	Information not yet obtained	NOBT