

## **Funding Policy**

### **Types of Early Years Funding**

#### **Supported Two-year-old funding**

A child will be entitled to 570 funded hours a year from the term after both the child has turned two years of age **and** the child or parent meets the eligibility criteria. This equates to 3 x 5 hours sessions term time only. Parents of supported two-year-olds can choose to add more chargeable sessions and can choose between a term time only contract or increase to a 52-week contract at a charge for anything over 38 weeks.

Where a child is in receipt of Supported Two-year-old funding they will continue to receive their funded place until the point when the child becomes eligible for the Universal Funding, even if the child or parent ceases to meet the eligibility criteria during this time.

#### **Universal Three- and- Four-year-old Funding**

All three- and four-year-olds are entitled to 570 funded childcare hours a year (15 hours a week = 3 x 5-hour sessions term time only). Regulation requires us to validate a child's age. Parents will need to provide evidence of a child's birth date via their birth certificate and copies may be taken and retained as evidence of compliance and stored in line with our retention policy. If you are **ONLY** accessing 15 hours for your 3-4 year old funding we can advise what a stretched offer would look like for you.

#### **Working Families Funding**

Working Families Funding is for qualifying working parents with a child aged 9 months to 4 years old. A child will be entitled to 1140 funded hours a year from the term after they have attained the relevant age and the eligibility criteria, set by the government, has been met. Parents can check their eligibility here: <https://beststartinlife.gov.uk/>

Parents must apply for an eligibility code from HMRC via their Childcare Service Account. This eligibility code must be provided to us before the Early Years Funding can be claimed.

The parent is responsible for re-validating the eligibility code every three months when reminded by HMRC. Failure to do so may result in the Working Families Funding being withdrawn.

### **Parent Declaration Form**

Regulation requires childcare providers to enter into a separate funding agreement with parents, called the Parent/Carer Agreement Form (PAF).

Local authorities require parents to enter into a written agreement via a PAF which must be reviewed each term. If the local authority PAF is not signed and returned to us, Early Years Funding cannot be claimed and the full fees (without the Early Years Funding applied) will be charged to you.

### **Required documentation**

Regulation requires childcare providers to obtain documentation to evidence eligibility for the Early Years Funding as per below:

- Supported Two-year old Funded Childcare: Child's birth certificate, confirmation of eligibility (e.g. local authority confirmation letter/email or code);
- Universal Funded Childcare: Child's birth certificate
- Working Families Funding: Child's birth certificate, Parent's full name, date of birth, eligibility Code issued by HMRC, and national insurance number.

### **Child absences**

Wivenhoe Park Day Nursery keeps a record of child absences. Our contract with the local authority states that we must inform the local authority of prolonged child absences and the local authority has the right to recover funding payments made during periods of absences lasting more than 4 weeks. Parents are responsible for paying the nursery for any funding payments reclaimed by the local authority due to a child's absence.

### **Local authority role**

Each childcare provider enters into a signed agreement with the local authority to provide the Early Years Funding. The local authority pays the childcare provider directly for the Funded Childcare it provides to the eligible children. The parents of the eligible children do not have access to, or the right to access, the Early Years Funding paid by the local authority as there is no monetary value to these hours for parents.

### **Other types of funding**

#### **Special Educational Needs and/or Disability (SEND) Funding**

Every local authority has a SEND inclusion fund to support providers in meeting the needs of individual child with SEND. SEND Funding is paid directly to the provider by the local authority. When deciding on the value of SEND Funding, the local authority must consider the number of children with SEND in the local area, their level of need, and the overall capacity of the local childcare market to support these children. Wivenhoe Park uses SEND Funding to support the child with any learning and developmental delay or special educational needs or disability by accessing specialist resources and equipment.

#### **Disability Access Funding (DAF)**

DAF is available to children in receipt of Disability Living Allowance and Early Years Funding. Local authorities are responsible for checking that the DAF eligibility criteria are met. It is a one-off annual payment directly to the provider. If the child changes provider during the year, the DAF will remain with the original provider. If a child attends more than one provider, then the parent must allocate the DAF to one provider. This funding cannot be shared across providers.

Wivenhoe Park will use any DAF to support making reasonable adjustments/adaptations to enable the child to have equal access to the provision in the same way as any other child or for resource that will be beneficial to the child.

Wivenhoe Park will liaise with the child's parents and engage with any relevant professionals to ensure that DAF is spent appropriately.

Where we have more than one child accessing DAF we may use the money for all children to support an adjustment or purchase resource that will benefit more than one child.

Any resources purchased as part of DAF remain the property of the nursery and can be used to support future children to access the provision. If a child moves provision, it is the nursery's discretion whether to transfer any resource purchased using DAF to the new provider.

DAF will not be used for additional staffing costs.

### **Early Years Pupil Premium (EYPP)**

EYPP is additional funding that the nursery can claim to help improve outcomes of eligible children. The local authority pays the EYPP directly to the provider.

EYPP is available to support children whose parents meet the eligibility criteria and are in receipt of Early Years Funding. Local authorities are responsible for checking that the EYPP eligibility criteria are met.

Eligibility criteria can be found here: <https://www.gov.uk/get-extra-early-years-funding>

The nursery will use EYPP funding to support positive impacts on the child's development.

### **Deprivation Funding**

Deprivation Funding is paid directly to the nursery by the local authority.

Deprivation Funding is available to support children whose parents meet the eligibility criteria and are in receipt of Early Years Funding. Local authorities are responsible for checking that the Deprivation Funding eligibility criteria are met.

The eligibility criteria is set by the local authority (which varies per local authority) and may take into account: -

- Child's postcode
- Eligibility for Support Two-year-old Funding
- Eligibility for EYPP

Deprivation Funding is not child specific and can be used to support all children within the setting. Wivenhoe Park will use Deprivation Funding to close the gap in attainment of children in the nursery.

<b>Document reviewed on</b>	December 2025	<b>Where this document is displayed / duplicated</b> Website Policy folder
<b>Reviewed on behalf of the nursery by</b>	Dawn Saunders	
<b>Date for next review</b>	December 2026	