

Parent Funding Agreement Form
for PVIs, childminders and academies
Funded entitlements and additional funding for 2, 3 and 4-year-olds

Section 1 – Details

| | | | | | | | |
|---|-------|------------------------------|-----------------|---|----------------------------|---------------------------------|---------------------------|
| Provider name | | | | Ofsted number | | | |
| Parent / carer full legal name | | | | | | | |
| Phone number | | | Email | | | | |
| Child's first name(s) | | | | | | | |
| Child's last name | | | | | | | |
| Child's full address | | | | | Child's postcode | | |
| Child's gender (circle) | M / F | Child's date of birth | DD / MM / YYYY | I have shown this provider evidence of my child's date of birth, such as their birth certificate or passport | | Yes <input type="checkbox"/> | |
| Child's Ethnicity: <i>(select one - as identified by the parent)</i> <input type="checkbox"/> Not Obtained <input type="checkbox"/> Refused | | White - British | White – Irish | Traveller of Irish heritage | Any other white background | Gypsy / Roma | White and Black Caribbean |
| | | White and Black African | White and Asian | Any other mixed background | Indian | Pakistani | Bangladeshi |
| | | Any other Asian background | Black Caribbean | Black – African | Any other Black background | Chinese | Any other ethnic group |
| Language spoken at home | | | | | | | |

Section 2 – Hours (complete as applicable)

Some 2-year-olds are entitled to 570 funded hours per year. All 3 and 4-year-olds are entitled to 570 hours (universal entitlement) and some working families may be entitled to a further 570 hours (extended entitlement) each year. A child can take up their entitlements in up to a maximum of two sites per day.

If you are taking up any part of your entitlement(s) with any provider other than the one named in Section 1 (see above), please detail this below

| | | | | |
|---|----------------------|--|-----------------------|--|
| 2 year old entitlement | Provider name | | Hours per week | |
| | Postcode | | | |
| 3 & 4 year old UNIVERSAL entitlement | Provider name | | Hours per week | |
| | Postcode | | | |
| 3 & 4 year old EXTENDED entitlement | Provider name | | Hours per week | |
| | Postcode | | | |

Please confirm below how your child will be taking up their funded entitlements. If your child receives a stretched offer, please indicate the total number of hours and weeks that your child stretches their hours over. E.g. 11.4 hours over 50 weeks. Please indicate any paid for hours over and above the entitlement(s).

| Period 1 or Summer Term | | | | | | | | | | | |
|---|-----------------|-----|-----|-----|-----|-----|-----|-----|-------------|--------------|------------------|
| | Start Date | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Total Hours | No. of Weeks | Parent Signature |
| No. of hours 2-year-old or 3&4 year old universal | DD / MM YYYY | | | | | | | | | | |
| No. of hours 3&4 year old extended | DD / MM YYYY | | | | | | | | | | |
| Hours paid for by parent (additional hours) | | | | | | | | | | | |

| Period 2 or Autumn Term | | | | | | | | | | | |
|---|-----------------|-----|-----|-----|-----|-----|-----|-----|-------------|--------------|------------------|
| | Start Date | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Total Hours | No. of Weeks | Parent Signature |
| No. of hours 2-year-old or 3&4 year old universal | DD / MM YYYY | | | | | | | | | | |
| No. of hours 3&4 year old extended | DD / MM YYYY | | | | | | | | | | |
| Hours paid for by parent (additional hours) | | | | | | | | | | | |

| Period 3 or Spring Term | | | | | | | | | | | |
|---|-----------------|-----|-----|-----|-----|-----|-----|-----|-------------|--------------|------------------|
| | Start Date | Mon | Tue | Wed | Thu | Fri | Sat | Sun | Total Hours | No. of Weeks | Parent Signature |
| No. of hours 2-year-old or 3&4 year old universal | DD / MM YYYY | | | | | | | | | | |
| No. of hours 3&4 year old extended | DD / MM YYYY | | | | | | | | | | |
| Hours paid for by parent (additional hours) | | | | | | | | | | | |

Section 3 - Additional funding *(if not applicable, go to Section 4)*

| Disability Access Fund | |
|---|---|
| <p>If your child receives Disability Living Allowance (DLA), your childcare provider can claim an additional £615 Disability Access Funding (DAF) to support your child. Note: This amount can only be claimed once per financial year (April to March). It cannot be split or claimed by multiple providers/schools. If your child changes childcare provider after DAF has been claimed a new provider will not be able to claim DAF for your child until the next financial year.</p> | |
| <p>I have read and understood the above statement and give permission for this childcare provider named in Section 1 of this form to claim the Disability Access Fund for my child for this financial year</p> | <p>Yes <input type="checkbox"/> No <input type="checkbox"/></p> |
| <p>Parent / carer's signature</p> | |
| <p><i>Please attach supporting evidence</i></p> | |

Early Years Pupil Premium (EYPP)

EYPP is an additional sum of money paid to childcare providers for children living in households in receipt of certain benefits. Your provider could receive up to £300 in extra funding plus up to a further £400 through the Early Years Funding Formula a year. This funding is to help improve and enhance the quality of the early education provided and to support your child in meeting their learning potential.

| | |
|--|--|
| If you have already received an eligibility code for Early Years Pupil Premium, enter it here | Code: |
| Parent/Carer's Surname (if different from above) | |
| Parent / Carer's National Insurance Number | |
| Parent's date of birth | DD / MM / YYYY |
| Adoption/special guardianship order/child arrangement order | <i>Please attach supporting evidence</i> |
| Looked after by the LA | <i>Please attach supporting evidence</i> |

Section 4 – Parent Declaration For parents / carers only

Please read and tick and then sign to show that you agree to each of these terms and conditions

| I agree to the following terms and conditions | |
|---|--|
| I can confirm that my child is only accessing their funded entitlements at the provider(s) detailed on this form | |
| I confirm that this is the first time my child is taking up their funded entitlement this term and that my child has not been in receipt of funded entitlements in another borough | |
| I understand that the provider will deliver the above agreed funded entitlements without any charge but will charge me for any additional hours or services over and above the funded entitlements that my child receives as agreed with the provider and at the rate(s) published by the provider. | |
| I understand that I have signed and agreed to how my child will be taking up their funded entitlements for the agreed funding period and I cannot transfer any or all of my child's funded entitlement hours to another provider or increase/decrease my child's funded entitlement hours part way through a funding period unless I show evidence to the LA of exceptional circumstances | |
| I understand that if I should remove my child from their funded place prior to the date in each funding period when the provider claims their funding (headcount day), the provider can charge me for the full cost of my child's place | |
| I understand that my child's attendance should be regular, that I will inform the provider of my child's absence and that long periods of absence will result in the withdrawal of funding for my child. I understand that information will be shared with relevant agencies if there are concerns about my child's non-attendance in relation to safeguarding. | |
| I have been given a copy of the Privacy Notice Data Protection Act 1998 and agree to the use of data | |

| Parent Declaration | | | |
|---|--|-------------|----------------|
| <ul style="list-style-type: none"> I confirm that the details I have provided are accurate and true. I give permission for London Borough of Merton and the provider named in Section 1 to store the information on this form and undertake initial checks to confirm eligibility for funded entitlement(s). If I am claiming the funded extended entitlement and/or Early Years Pupil Premium, I give permission for London Borough of Merton to use this information to carry out further checks to confirm eligibility during the time my child receives the entitlement at this provider and to share the outcome of these with this provider, in accordance with legislative requirements. I give permission for the information I have provided to be shared with London Borough of Merton and the Department for Education to confirm my child's eligibility and enable this provider to claim Early Years Pupil Premium (EYPP) or Disability Access Fund (DAF) funding on behalf of my child. | | | |
| Print Name | | | |
| Signature | | Date | DD / MM / YYYY |

This section is to be completed by providers

Section 5 - Eligibilities for the funded entitlements

This section is to support providers to record information that is required to claim funding

| 2-year-old funding entitlement | |
|---|--|
| Criteria 1 – Economic criteria | Eligibility Code: NB: this code must be issued by London Borough of Merton |
| Criteria 2 – Education, Health and Care Plan (EHCP) | Please attach supporting evidence |
| Criteria 3 – Disability Living Allowance (DLA) | Please attach supporting evidence |
| Criteria 4 – Adoption/special guardianship order or child arrangement order | Please attach supporting evidence |
| Criteria 5 – Looked after by the LA | Please attach supporting evidence |

| 3 and 4-year-old extended funding entitlement | | | | | | | | | | | |
|---|----------------|--|--|--|--|--|--|--|--|--|--|
| Eligibility code (11 digit DERN) | | | | | | | | | | | |
| Parent / Carer's National Insurance (NI) Number | | | | | | | | | | | |
| Date eligibility code validated via Merton Early Years Provider Hub | DD / MM / YYYY | | | | | | | | | | |

Special Educational Needs (SEN)

Does the child have an Education, Health and Care Plan (EHCP)?

YES

If YES, please liaise directly with the Local Authority where the child lives if you have any queries about funds to support the EHCP

NO

If NO, Is the child receiving **SEN Support** (a graduated approach)?

YES

NO

If YES and the child is in receipt of **SEN Inclusion Funding (1B or 1C)** please enter the London Borough of Merton SEN Inclusion Funding Code below

Code: