

# 3 & 4 Year Old Extended Entitlement (30 Hours) Information for Parents and Carers



## What is it?

Funded childcare is available for all 3 & 4 year olds in England. 15 universal hours are available for all children.

Extended (30 hours) funded childcare is available for eligible working parents.

It must be used with an approved childcare provider and stops when your child starts in reception class (or reaches compulsory school age).

## What is the criteria?

Parents must each expect to earn (on average) at least £125 per week (equal to 16 hours at the National Minimum or Living Wage) and earn under £100,000.

For the full criteria please visit <https://www.gov.uk/30-hours-free-childcare>

## How do I apply?

Parents apply through HMRC Childcare Choices at <https://www.childcarechoices.gov.uk>.

If you are eligible, you will receive an 11 digit code from HMRC. This code will have a start date and an end date. Give this code to your chosen childcare provider, who can confirm when you can use your code.

Foster carers can apply through their social worker.

## How many hours are available?

1140 hours are allocated for the full year. This is split over 3 terms: Summer, Autumn and Spring. Funding cannot be claimed retrospectively from previous terms.

Funding is normally delivered up to 30 hours per week over 38 weeks or up to 24 hours per week for 47.5 weeks if you choose to stretch the entitlement over some school holidays. Please ensure you fully understand your childcare providers delivery method, including what days are funded and what days are not funded.

You do not need to use all the hours offered to your child. Your child can attend for less hours. They can also attend for more hours. Additional hours and services selected are a private arrangement between you and your chosen childcare provider. You should expect to pay for any additional hours and services voluntarily purchased.

## Will there be any cost to me?

The 30 hours childcare are funded.

Some childcare settings will offer additional hours for childcare at a private cost. Some settings offer voluntary additional services, such as meals, outings, nappies or sun cream. Your provider might give you the choice of paying for meals or providing food yourself, though it is important to note that this is not possible at all childcare settings (for example, some may not have food storage facilities). Some settings may also offer extra curricular activities, e.g. Forest school, yoga or music lessons. If you purchase any extra hours or additional services, you should expect to pay for these. Please make sure you fully understand what services you have selected from your childcare provider.

Each provider that offers Early Year Entitlements, should have a clear admissions policy and fee structure to help you make informed choices about your childcare.

## When can my child use their 30 hour code?

Accessing your extended funding depends on two things:

### 1) When does your child turn 3 years old?

The code is eligible in the term after your child turns three, however it must also be valid in that term (see below).

### 2) Do you have a valid code?

Child born between	Funding is available from (15hrs for all or 30 hours with a valid code)
1st January to 31st March	Summer term (from 1st April)
1st April to 31st August	Autumn term (from 1st September)
1st September to 31st December	Spring term (from 1st January)

The 'validity start date' is the date on which the parent has been made eligible by HMRC and been issued with a code. This **IS NOT** the date at which you can start to access the hours.

Code issued (or renewed) prior to this date AND valid on the date you wish to start childcare	Recommended time to apply	Entitlement begins (assuming code is valid and in date)
31st March	15 October to 30 November	Summer term (from 1st April)
31st August	15 January to 28 February	Autumn term (from 1st September)
31st December	15 June to 31 July	Spring term (from 1st January)

The 'validity end date' is the parent's 'deadline' for reconfirming and the date their code becomes invalid if they do not reconfirm or are found ineligible. To be valid for use, your code must be in date and must have been issued (or renewed) prior to the deadline each term.

You cannot start to claim 30 hours funded childcare if your code has expired.

### How do I reconfirm my eligibility?

You must reconfirm the details on your application are still accurate and check if you are still eligible. You must do this before your code expires. You will be prompted, via email by HMRC, four weeks before your reconfirmation deadline and again two weeks before the deadline if you have still not reconfirmed.

If your circumstances have changed, you will need to log into your childcare service account, amend and then resubmit your details. If your circumstances have not changed, you must still log in and confirm your details. For assistance with applications or re-confirming by phone you can call the Customer Interaction Centre on 0300 123 4097.

Foster parents will need to reconfirm their code through their social worker.

You will need to reconfirm by the end date, regardless of whether the child has started their 30 hours place. If you miss the reconfirmation deadline or your circumstances change you will receive an email advising that the eligibility has lapsed.

### **What happens if my circumstances change?**

If your circumstances change, and you find that you are no longer eligible for 30 hours childcare, your child can continue to access their 30 hours funding for a short period. This is referred to as the 'grace period'. The 'grace period' date is the last date on which your child will receive their 30 hours place after falling out of eligibility. At the end of the grace period, your child can continue to receive 15 hours universal funding.

### **Where can my 30 hour code be used?**

It's available at any early years and childcare provision, including:

- Nurseries
- Childminders
- Sessional pre-schools
- Schools

### **Can I use more than one provider for childcare?**

Yes, you can split the funding over more than one provider subject to a maximum 30 universal hours per week (or 24 stretched hours).

### **What paperwork do I need to fill out to claim funding?**

You will be required to complete a local authority parent declaration form and provide evidence of the child's date of birth to the childcare provider. Each childcare setting will have their own registration forms for completion.

You will need to give your childcare provider your 30 hour funding code. Your provider will then confirm eligibility and confirm when funding can begin. *It is not advisable to commence 30 hours childcare until both you and the childcare provider are satisfied that the code is valid for use. You may be charged by your provider if your code is not valid.*

You do not need to pay a registration fee to access your funded childcare. If your provider requires a deposit, this should be refunded in a timely manner.

### **What are the benefits of sending my child to childcare?**

- Making friends and having fun
- Increasing confidence and independence
- Building social and emotional skills
- Encouraging communication and language skills
- Developing physical skills
- Identity building
- Being school ready when the time comes



### **How do I find a childcare provider in Lincolnshire?**

If you need help finding a childcare provider in your area, please visit

<https://lincolnshire.fsd.org.uk/> or call 0800 195 1635

To find out more about funding for 3 & 4 year olds, please visit:

<http://www.childcarechoices.gov.uk>

<http://www.lincolnshire.gov.uk/early-years-education/help-childcare-costs>