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**Parental Agreement Form**

**Spring term 2025: 1 January 2025 to 31 March 2025 early education funding**

## 1. Type of funding you are applying for (all funding is applicable the term after your child turns the relevant age):

|  |  |  |
| --- | --- | --- |
| **Funding Type** | **For children born between** | **Please tick appropriate box** |
| Under 2’s funding (9 months to 23 months) | 1 January 2023 and 31 March 2024 |  |
| 2-year-old funding | 1 January 2022 and 31 December 2022 |  |
| 3- & 4-year-old funding | 1 January 2020 and 31 December 2021 |  |

**2. Setting and attendance details. Please list all the settings your child will be attending this term.**

Discuss this term’s funding options with the settings before you complete this section.

|  |  |  |  |
| --- | --- | --- | --- |
| **Setting name** | **A. Number of funded hours per week** | **B. Number of weeks funding claim for this term** | **Total funded hours (A X B)** |
|  |  |  |  |
|  |  |  |  |

**3. Additional details if you are claiming for under 2’s funding, 2-year-old funding, 30 hours for a 3- or 4-year-old and/or Early Years Pupil Premium (EYPP)**

For more information on the different types of funding available, please visit our webpages:

Childcare funding options - Dorset Council; [www.dorsetcouncil.gov.uk/EYPP](http://www.dorsetcouncil.gov.uk/EYPP)

You must give your childcare provider a copy of your eligibility checker email or your HMRC eligibility code to claim

funding. **HMRC Eligibility Codes must be obtained by 31st  December 2024 at the latest to be valid in the spring term 2025**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Parent/carer surname |  | Parent/carer first name |  | |
| Parent/carer National Insurance Number |  | Parent/carer date of birth |  | |
| 2-year-old FEE code or HMRC eligibility code for Under 2s & 2-year-olds (15hrs) and 3- & 4-year-olds (30hrs) |  | Please confirm if you think you may be eligible for EYPP and give consent for the provider to check on your behalf (tick the appropriate box) | Yes | No |
| EYPP code (provider to fill in below) | |
|  | |

**4. Disability access fund (DAF) declaration**

Children who are in receipt of child Disability Living Allowance (DLA) and are receiving the free early education funding are eligible for the Disability Access Fund at one provider per financial year. Please tick yes if you wish this provider to claim the funding (you must provide them with a copy your child’s DLA award letter). Please speak to your childcare provider for details.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| My child is eligible and in receipt of DLA | Yes |  | No |  |

# 5. Child’s details (Please use child’s legal name as per birth certificate and address as per your council tax bill)

|  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Child’s legal surname |  | | | Child’s legal first and middle names | | |  | |
| Name by which child is known (if different) |  | | | Male/Female | | |  | |
| Date of birth  (proof of DOB required) |  | | | Postcode | | |  | |
| Address |  | | | | | | | |
| Ethnic background | | | | | | | | |
| White British | |  | White Irish | |  | White Eastern European | |  |
| White Western European | |  | Asian British Indian | |  | Asian British Pakistani | |  |
| Asian British Bangladeshi | |  | Black or Black British Caribbean | |  | Black or Black British African | |  |
| White and Black Caribbean | |  | White and Black African | |  | White and Asian | |  |
| Chinese | |  | Any other Black background | |  | Any other Asian background | |  |
| Any other White background | |  | Any other mixed background | |  | Prefer not to say | |  |

**6. What you’re agreeing to when you sign this form**

You can claim:

* up to 10 hours in one day in 15-minute blocks
* up to 15 hours a week (under 2’s, 2-year-olds, 3- & 4-year-olds) or up to 30 hours a week (3&4 year olds with an HMRC eligibility code)
* with a maximum of 2 providers in one day
* for childcare between the hours of 6am and 8pm

Childcare providers can:

* set the times and weeks for when they give you the completely free offer. They should clearly explain these to you and are subject to availability
* withdraw the offer if your child does not attend the arranged hours on a regular basis
* charge you for optional additional services that are not included in the funding, for example meals, snacks, drinks, trips or extra activities. You must ask if you have to pay for these services before using them. Your childcare provider should give you a separate agreement for these services
* where a parental agreement is amended or broken during a term, e.g. the child leaves without notice for reasons outside of those shown below, the funding will remain with the provider for a period of up to four funded weeks
  + you move out of the childcare provider’s area
  + your child’s sibling has moved or started school
  + you, as the child’s parent or carer have changed, gained or lost your employment
  + your child has a long-term illness or condition and a professional advises that a different childcare provider would be more suitable
  + there are safety or quality concerns and someone has made a formal complaint to Ofsted which they have accepted

As a parent or carer you must:

* use the funded hours agreed on a regular weekly basis, funding may be withdrawn with regular non-attendance.
* let your childcare provider know if your child is not going to attend nursery on any day and give a reason for this. Your childcare provider will record this information in their register
* let your childcare provider know if your child will be absent for a holiday (maximum of 2 weeks). If your child is absent for longer than 2 weeks your childcare provider can ask for you to pay back the funding. Contact your childcare provider if your child is going to be absent because of a long-term illness

**7. Terms and conditions (parent or carer)**

I, the parent/carer agree to the points in 6.

**8. Terms and conditions (childcare provider)**

I, the childcare provider will:

* provide the allocated hours free of charge with no additional costs, other than optional additional services which I have explained and agreed with you. A separate agreement and clear pricing structure cover the optional additional services
* continue to meet the criteria set out in the Local Provider Agreement for free early education places
* agree that funding to cover a notice period can only be retained if I have a signed parental agreement that covers the period being claimed for
* give you a copy of our privacy notice

**9. Declaration**

**This agreement is between the parent and the provider as detailed below. By signing the agreement both parties confirm that they have read, understood and agree to the terms and conditions above.**

|  |  |  |  |
| --- | --- | --- | --- |
| **Parent / carer with legal responsibility** | | **Childcare provider** | |
| Signed: |  | Signed: |  |
| Print name: |  | Print name: |  |
| Date: |  | Date: |  |

|  |
| --- |
| **Parent newsletters**  [Sign up to get parent newsletters](https://www.dorsetcouncil.gov.uk/children-families/get-help-for-your-family/sign-up-to-get-family-newsletters.aspx) from Dorset Council’s Family Information Service  Our parent e-newsletter provides information for parents/carers, including schools, childcare and local services and activities.  Ask your childcare provider for a leaflet or information about [Dorset's Family Information Service](https://www.dorsetcouncil.gov.uk/children-families/get-help-for-your-family/family-information-service.aspx). |