

INFORMATION FOR PARENTS/CARERS

Early Learning & Childcare Funding for 3 and 4 year olds – 2017/2018

Eligibility for Funding

Pre-school children – all children born between 1/3/13 and 28/2/14 are eligible to receive funding from 16th August 2017.

Ante Pre-school children – refer to table below to find out when their entitlement begins.

Date of Birth	Eligible from
1 March 2014 - 31 August 2014	Autumn Term - 16 August 2017
1 September 2014 - 31 December 2014	Spring Term - 9 January 2018
1 January 2015 - 28 February 2015	Summer Term - 17 April 2018

NB – Children born between 1st March and 31st August 2015 are NOT eligible for funding until August 2018

Each eligible child is entitled to receive a maximum of 600 hours funding per year - the total annual funding available is **£2,220**.

The maximum number of hours that can be funded in a week is 16. The minimum funded hours per day is 3hrs 10min and the maximum funded hours per day is 8 hours.

The funding period starts on 16th August 2017 - if a child starts after that date, funding will be pro rata. Likewise, if a child attends for less than 16 hours in a week, funding will be pro rata.

If the nursery has not added a funding application for your child in the term they become eligible, you will not receive funding retrospectively. You will only be paid for attendance from the date the application is input, or later, if the child is not yet eligible.

DELAYED ENTRY TO PRIMARY SCHOOL FOR SESSION 2017/2018

Only children born between 16/8/12 and 28/2/13 **who have been granted delayed entry to primary school** are eligible to receive funding from the Autumn Term (August).

Please note, any children born between 16/8/12 and 31/12/12 that are resident outwith the City of Edinburgh Council area, will not be funded by Edinburgh but may be funded by their own authority. If you are unsure whether or not a deferral has been granted, please check with the Early Years team **before** applying for funding.

EARLY LEARNING AND CHILDCARE FUNDING

The funding rate set for 2017/18 is £3.70 per hour and children will be funded for up to 600 hours per year, divided into 3 termly payments as follows:

Children will be allowed up to 16 funded hours per week in a Partner nursery with a maximum number of hours each term:-

- Autumn term (16/8/17 to 22/12/17) 272 hours - 86 days £ 1005.00 - paid Nov/Dec
- Spring term (09/1/18 to 29/3/18) 167 hours - 53 days £ 619.00 - paid Feb/Mar
- Summer term (17/4/18 to 29/6/18) 161 hours - 51 days £ 596.00 - paid May/Jun

Where split placements are agreed with the Local Authority (LA) nursery, the LA sessions will take priority for funding. **NB** - Some LA nurseries can only offer placements for the maximum hours per week and if families accept these placements, **children will not be funded in a private nursery, whether or not they use the hours accepted.**

Split placements are not permitted between 2 Partner Nurseries.

If you do not inform the private nursery that your child attends a Local Authority nursery and this results in overpayment, the Council will reclaim all funding overpaid in the following term. Your child is only entitled to 15h 50m per week in total between Private and Local Authority Nurseries.

Likewise, you must inform the nursery in advance if your child is changing sessions or will be leaving. This may require you to pay back funding previously allocated.

Funding is paid to the nursery three times per year. **It is the nursery's responsibility to inform you how they will repay you.**

Payment Process

Payments will be made by the Council directly to the nursery once in each term.

Nurseries need to ensure that details of all eligible children are recorded accurately on the nursery management system otherwise payment cannot be processed. It is crucial that all contact addresses are kept updated so parents/carers must inform the nursery asap of any change.

If you move house at any time, please ensure your address details are updated in the nursery or you will miss out on funding.

Letters, containing details of the child's funded placement and a payment code will be sent to home addresses before each payment period.

- End of October
- End of January
- End of April

Parents/carers should check that the information is accurate and provide the nursery with details of the payment code for their child. This must be done within the timescale indicated in the letter – if not, payment of funding will be delayed.

Your assistance with this is greatly appreciated and is essential to ensure that it is successful.

If you have any questions regarding any aspect of early learning and childcare funding, contact your nursery in the first instance or email earlyyears@edinburgh.gov.uk.