

What is Early Years Funding Entitlement at Little Blue Door

Little Blue Door is a registered provider for the Early Years Funded Entitlement (EYFE). We provide up to 30 hours of funded childcare per week for working families with children aged 9 months to 4 years, and 15 hours for all 3 & 4-year-olds.

Aims

The aims of this policy are:

- To support our vision to develop little minds.
- To ensure access and entitlement to the benefits of high-quality childcare education on a fair and equitable basis.
- To establish an admissions policy governed by a clearly defined criteria that may be articulated to our Parent/carer and other professionals.

Accessing Early Years Funded Entitlement at Little Blue Door.

All children aged 3 & 4 years old are entitled to 15 hours of funded childcare per week from the term after their 3rd birthday.

Eligible working families may receive up to 30 funded hours per week for children aged 9 months to four years.

Where applicable, parent/carer must:

- ✓ Apply for a valid eligibility code via www.childcarechoices.co.uk
- ✓ Complete a Parent Declaration Form
- ✓ Provide their code to the Nursery.
- ✓ Reconfirm eligibility every three months.
- ✓ Four week notice period required for any changes

If eligibility changes, families may enter a grace period, during which funded hours will continue for a limited time. When this ends, funding will cease.

Early Years Funded Entitlement Sessions

Little Blue Door delivers Early Years funded hours within our normal operating sessions structure.

- ✓ Funded core sessions typically operate between 9:00am and 3:00pm
- ✓ Sessions are offered subject to availability, and we will accommodate, where possible individual needs in line with availability
- ✓ Any additional charges are voluntary, and parent/carer can access their funded entitlement entirely free of charge.
- ✓ No 'top-up' fees will be charged for funded hours.
- ✓ Funding is claimed in line with Local Authority headcount dates.

Daily maximum funded hours:

Age Group	Early Years Funded Pattern of Delivery
9 Months +	Up to 10 hours
2 Years	Up to 6 hours, applied 9am-3pm
3 & 4 Years	Up to 6 hours, applied 9am-3pm

Funded hours are applied based on a child's agreed attendance pattern.

- ✓ Funded hours will be applied to sessions even if a child is absent due to illness or holidays.
- ✓ Funded hours cannot be banked or carried forward.
- ✓ Prolonged or repeated absence may affect future funding claims.

Additional hours beyond EYFE will be charged at an hourly rate, based on the daily session being attended.

Stretched Funding

The government funding applies to 38 weeks a year over term time, as Little Blue Door operates all year round, we spread the funded hours over 51 weeks.

- **15 Funded Hours = 11.18 hours per week** (11 hours and 10 minutes)
- **30 Funded Hours = 22.35 hours per week** (22 hours and 21 minutes)

Eligible families are able to attend Little Blue Door for Early Years Funded Entitlement hours only.

Additional private hours can be added to your pattern if required and will be charged at an hourly rate, based on the daily session being attended. Please speak with the Nursery Manager to confirm availability for all sessions. A minimum of one calendar month (four-weeks) notice period is required for any changes to EYFE hours.

Itemised Fees

An itemised monthly invoice will show a breakdown of your funded and private hours.

No additional fees will be charged for food or general consumables that are provided by the Nursery. If you wish to provide your own general consumables, meals and snacks, this is optional with no additional charge if accessing EYFE hours only.

Please speak to your Nursery Manager in advance.

Split Funding

If you would like your child to attend another Nursery as well as attending Little Blue Door, you may split your funding across providers. Up to a maximum of two sites per day. Parent/carer are responsible to:

- ✓ Inform the Nursery Manager of any changes.
- ✓ Provide a parent declaration form for each provider.
- ✓ Ensure four-weeks' notice for any adjustments.

Drop Off / Collection Arrangements

All children must be dropped off by their session start time and collected by their session finish time. Please contact the Nursery as soon as possible if you are running late.

Activities

At Little Blue Door, we may offer additional activities that are not covered by EYFE and may incur additional charges. We believe all children should have access to the same opportunities; however, parent/carer may choose to opt out.

To discuss opting out, please speak with your Nursery Manager so an alternative provision can be provided. This may be a different activity or a fee waiver.

Support for children with Special Educational Needs and SEND

Little Blue Door is committed to inclusive practice and supporting children with Special Educational Needs and Disabilities (SEND).

We will work with parent/carer to ensure the need of the of children are met. To best support your child, Little Blue Door will assess their needs during their settling-in period and their regular attendance and consult with you about any needs you or Little Blue Door identify.

- ✓ **Disability Access Fund (DAF):** Supports settings in making reasonable adjustments for eligible children.
- ✓ **The Early Years Pupil Premium (EYPP):** Provides additional funding to enhance the education of eligible 3 & 4 year olds accessing EYFE.

Targeted Setting Support

Should any additional needs be identified, support is available from West Sussex County Council via Targeted Setting Support. Little Blue Door will consult with parent/carer before seeking this support.

Inclusion Funding

Inclusion Funding can be applied for by providers signed up to offer Early Years Funded (EYFE) to support them in allowing children with additional needs to access EYFE. Little Blue Door will consult parent/carer before applying and seek their input into the action plan for the child. Little Blue Door will share this action plan with West Sussex County Council, who will then determine if Inclusion Funding can be provided and how much. Note that if your child has already been approved for Inclusion Funding at West Sussex provider, some or all of this funding may be available for use at Little Blue Door. In this case, we will result your further regarding best use of this funding.

Early Years Pupil Premium (EYPP)

EYPP is additional funding for early years settings to improve the education they provide for eligible children claiming Early Years Funded Entitlement (EYFE).

EYPP is paid to settings alongside EYFE (Extended hours for 3 & 4 year olds are exempt). Children do not need to take up their full entitlement to receive it. EYPP will be paid in proportion to the child's actual EYFE hours.

For Little Blue Door to be able to claim for your child, you will need to provide the following information:

- ✓ Parent/Carer's full legal name.
- ✓ Parent/Carer's date of birth.
- ✓ Parent/Carer's National Insurance (NI) number or National Asylum Support Service (NASS) number.
- ✓ Evidence that the child has been in Local Authority care for one day or more in England or Wales (if applicable).
- ✓ Evidence proving the child has been adopted from Local Authority care, left care through a special guardianship order or is subject to a child arrangements order (if applicable).

Little Blue Door will determine best use of the funding by assessing the needs of eligible children, and in consultation with parent/carer. We may also seek advice from West Sussex County Council for best use.

You can find out more about EYPP by viewing West Sussex County Council's EYPP guidance for more information, including funding amounts at [westsussex.gov.uk/eyp](https://www.westsussex.gov.uk/eyp).

Disability Access Fund (DAF)

DAF is a measure which aids access to early years places by, for example, supporting providers in making reasonable adjustments to their settings and/or helping with building capacity, be that for the child in question or for the benefit of children attending the setting. DAF is a fund that can be paid once per year.

Children will be eligible for the DAF if they meet the following criteria:

- ✓ The child is in receipt of child Disability Living Allowance (DLA); and
- ✓ The child receives Early Years Funded Entitlement (EYFE).

For Little Blue Door to be able to claim DAF for your child, you will need to provide the following:

- ✓ A newly completed Parent Declaration, completed to confirm you would like Little Blue Door to apply for DAF on behalf of your child; and
- ✓ A copy of a letter confirming your child's current eligibility for Disability Living Allowance (DLA)

To determine best use of the funding, Little Blue Door will assess the needs of the child, consult with parent/carer, and seek support from West Sussex County Council where required.

You can find out more information by reading West Sussex County Council's DAF guidance for more information, including funding amounts at [westsussex.gov.uk/daf](https://www.westsussex.gov.uk/daf).

Monitoring and review

This policy is in line with the WSCC Provider Agreement for Early Years Funded Entitlement and will be reviewed annually or earlier if government or Local Authority guidance changes.

If parent/carer have concerns about funded entitlement, they should first speak to the Nursery Manager. If unresolved, they may contact West Sussex County Council

Parent/Carer Agreement

Name: _____

Signed: _____

Date: _____

I have read and understood Little Blue Door's Early Years Funded Entitlement Policy. I accept responsibility for completing all required paperwork and returning forms by the deadlines provided. I understand that if paperwork is late, funding may not be processed due to Little Blue Door and West Sussex County Council deadlines.

This policy should be read in conjunction with the Little Blue Door Terms & Conditions, Admissions Policy and Funding Policy. In the event of any inconsistency, the Terms & Conditions take precedence.

