



Guide To Funding



The table below will help you with working out when your child's birthday falls and when your nine month old and two year old will be able to claim the funding

Children born in	Will be 9- months old in	Can get 15/30 hours funding from	Will be 2 years old in	Can get 2 year old funding from (this is the normal position for 3 year olds)
January	October	Spring term	January	Summer term
February	November	Spring term	February	Summer term
March	December	Spring term	March	Summer term
April	January	Summer term	April	Autumn term
May	February	Summer term	May	Autumn term
June	March	Summer term	June	Autumn term
July	April	Autumn term	July	Autumn term
August	May	Autumn term	August	Autumn term
September	June	Autumn term	September	Spring term
October	July	Autumn term	October	Spring term
November	August	Autumn term	November	Spring term
December	September	Spring term	December	Spring term

Spring term - starts the month of January

Summer term - starts the month of April

Autumn term - starts the month of September

Whether you're new to our nursery or already part of the Little Latham Farmers family, there are a few different ways to help fund your childcare. It can be tricky to get to grips with all the ins and outs, so we've put together this handy pack to guide you through. From explaining the government's early years funding schemes in England, to covering those essential daily costs that create our unique Little Latham Farmers experience, we'll help you work out all the fees and funding. Once that's sorted, we can all focus on the most important thing: taking care of your child.



Government Funding Explained

In England, there are government funding programmes that can help your child join in with the exciting adventures and educational fun here at Little Latham Farmers, for less. In simple terms, you can make the most of either 15 or 30 funded hours per week, depending on your circumstances.

Funding for working families:

This scheme is for qualifying working parents. The amount of funded hours available and the age at which you can access these are changing.

- Current – Families can receive 30 hours of funded childcare for children 3+
- April 2024 – Families can receive 15 hours of funded childcare for children 2+
- September 2024 – Families can receive 15 hours of funded childcare for children 9 months +
- September 2025 – Families can receive 30 hours of funded childcare for children 9 months +

The funded hours are provided across 38 weeks during term time and if you're living with your partner you'll need to apply together.

Parents:

- Should be working at least 16 hours a week
- Can be on sick leave or parental leave
- Must each earn less than £100,000 a year
- Might still be eligible while claiming benefits.

You can read more about eligibility on the government website: childcarechoices.gov.uk

Universal funded childcare for 3&4 year olds

The term after a child's 3rd birthday, they automatically become eligible for 15 hours of funded childcare. The funded hours are provided across 38 weeks during term time. You might be eligible for 15 hours' funded childcare at the same time as other government schemes or incentives. To find out more, visit gov.uk/browse/benefits

Remember



Government funding is for 38 weeks per year. Little Latham Farmers is open 51 weeks per year so we stretch the hours across each year for consistency.

Pre-April 2024	9months – 2 years	2-3 years	3-4 years
Entitlement	All parents	-	15 hours
	Working Families	-	30 hours
	Families with special circumstances	15 hours	-
April 2024	9months – 2 years	2-3 years	3-4 years
Entitlement	All parents	-	15 hours
	Working families	15 hours	30 hours
	Families with special circumstance	15 hours	-
September 2024	9months – 2 years	2-3 years	3-4 years
Entitlement	All Parents	-	15 hours
	Working families	15 hours	30 hours
	Families with special circumstance	15 hours	-
September 2025	9months – 2 years	2-3 years	3-4 years
Entitlement	All parents	-	15 hours
	Working families	30 hours	30 hours
	Families with special circumstances	-	15 hours

When to Apply for Funding

You might be wondering when your child will be able to use the 15 and 30 hours of government funding. It's all down to when their birthday falls, so make sure you plan ahead. For working family funding, you'll need to apply online for an eligibility code.



There is nothing to be gained from applying for the funding too early. The process needs repeating regularly to renew eligibility, so the earlier you go through the process, the more you will need to keep logging in to renew. You can apply outside the dates recommended, but you might miss the deadline. You must have a valid code by the end of the month before the new term begins.

When is your child's birthday?

Between
1st Sept - 31st Dec

Between
1st Jan - 31st March

Between
1st April - 31st Aug

Eligible for funding the term after their birthday

January
(Spring term)

April
(Summer term)

September
(Autumn term)

Best to apply between

15th Oct - 30th Nov

15th Jan - 28th Feb

15th June - 31st July



Don't forget....

Every 3 months, log in to your HMRC account to reconfirm your eligibility code. If you forget, you may lose your funding for the following term.

How to apply for funding

Universal funding for 3 & 4 year olds

For the universal 15 hours for 3&4 year olds, all you have to do is get in touch with us and we will take you through the process.

Working families funding

If you are working parents and think you are going to be eligible for working families funding, you must go through a short process online to receive an eligibility code from HMRC.

Once you receive your code, you must share that with us. We will then enter it into a system to confirm its validity.

Once we have validated that code, we will apply the funding to your account, which will then be reflected on your monthly invoice.

Our helpful 'how to' guide will guide you through the process.

Step 2
Provide your supporting documents
e.g. your child passport

Step 3
Apply for your eligibility code. You will need your national insurance number too

Step 4
Wait for a decision. It might not be instant. It could take up to 7 days

Step 1
Visit The government website:
[Gov.uk/apply-free-childcare-if-youre-working](https://www.gov.uk/apply-free-childcare-if-youre-working)

Remember...

To renew your eligibility code every 3 months

Step 5
We will send you a link via email to fill out a parent declaration form via funding loop

Funding Loop

Each term, you will be required to complete a parent declaration form. At Little Latham Farmers we do this via an online service called funding loop. We will send you a link to the funding loop page, whereby you can complete your parent declaration form (as required by the local authority) online. These forms will need to be completed each term. For first time users, you will need to attach a photo of your child's birth certificate too. Then we do the rest!



Free Early Education and Care Parent Agreement

- Parents: tick to confirm you have read the [Parent Agreement Terms and Key Facts](#) and the [Privacy Notice](#) You can request a copy from your provider.
- Parents: Tick if your child 'stretched' their entitlement at a previous provider (claimed funding during school holidays).

Provider name:	
If your child attends other providers please enter their names:	

Provider: I have checked the Child's original identification document (i.e. birth certificate) and kept a copy. The reference number is:

SECTION 1: CHILD DETAILS

Legal forename		Legal surname	
Middle name(s)		Preferred surname	
Address		Postcode	
Date of birth		Gender	
Ethnicity		SEN Stage	

If your child is in receipt of Disability Living Allowance (DLA) your provider can claim an annual payment to support your child's education. Please see information and application: [Disability Access Funding Application](#)
Ethnicity and SEN codes can be found here: [Ethnicity-SEN-codes](#)

SECTION 2: PARENT/GUARDIAN DETAILS – WORKING PARENT ENTITLEMENT/EYPP

By providing your details in this section you are agreeing to Kirklees Council using your details to confirm eligibility

What does the funding cover?

Whilst the government funding is a great help towards childcare fees, it only covers a limited number of hours and is a basic entitlement to cover childcare only. It does not pay for all the ‘consumables and extras’ that make Little Latham Farmers such a special place.

The ‘Consumables and Extras’ is the charge for all the important ‘essentials and extras’ that the funded entitlement does not cover and is not intended to cover, as outlined in the Government Policy.

The government policy states:

A1.30 Government funding is intended to deliver 15 or 30 hours a week of free, high quality, flexible childcare. It is not intended to cover the costs of meals, other consumables, additional hours or additional service.

The charges to parents contribute to the following costs, which the funding does not cover. These are referred to as Additional service charges.

At Little Latham Farmers this is £2.20 per hour

The ‘Consumables and Extras’ charge is not compulsory, and parents can opt out of this charge we currently offer this to 2 Children per academic year. However, by opting out, you are choosing to move your child onto the funded only waiting list. You can add your child onto our funded waiting list from September 2025.



What are 'Consumables and Extras'?

(Additional Services Charge)

- Healthy meals / cook's preparation / shopping. Ingredients for regular cooking for baking sessions.
- Hygiene and cleaning products - disposable gloves and aprons, tissues, antibacterial hand wash and hand gel, sun cream, carpet cleaner, first aid supplies.
- The cost of additional 'bank' staff.
- The purchase and maintenance of supplying and storing large pushchairs.
- All consumable craft supplies, embellishments and messy play resources; (not including paint, glue and paper).
- A contribution toward the cost of replacing and purchasing new resources, toys and equipment on a regular and ongoing basis, as required.
- A contribution towards the costs of paying our staff annual leave, workplace pension contributions, statutory sick pay, and the annual training costs for PFA, Food Hygiene, Safeguarding and other relevant continuous training development courses in Early Years Funding as they are all statutory requirements.
- A contribution for administration of your child's space; invoicing, booking extra sessions, claiming grant funding - funding loop etc.
- The time spent on updating our Family App with changes to schedules, sending invoices, transitional reports, observations, newsfeed posts.
- The supply of nappies and wipes to all children.
- Forest school and specialist forest school teachers.
- Maintenance and upgrade of internal and external facilities, including refurbishments. Landscaping including bedding and soft furnishings.



FAQS

Can I split my child's funding between two settings?

No.

Can I still pay using my tax free childcare account?

Yes, absolutely! Your invoice can be paid via TFC even after your funded hours are deducted. So make sure you make the most of your 20% off!

I've missed the deadline to apply for my Eligibility Code, can my child still be funded?

Codes only provide funding in the term after you apply, so if you miss the deadline (on the last day of March/August/December) we will not be able to access the funded hours until next term.

HMRC should prompt you to renew your code before the start of the new term, so please remember to do this to stay eligible. For those children 3 or above, your child will still be eligible for 15 hours as this is available to all .



Further Information

We know there's a lot to take in, if our guide to funding has still left you with questions about our services and charges, please do not hesitate to get in touch.



You can also visit the government website, childcare choices where you will find a wealth of information about funding.
www.childcarechoices.gov.uk



<https://www.kirklees.gov.uk/beta/working-with-children/free-early-education-funding-documents.aspx>