

# Durham County Council Early Education Entitlement Parent/Carer Declaration Form for 2, 3 and 4 year old children

## 1. Child's details

<b>Child's Legal Family Name:</b>		<b>Child's Legal Forename(s):</b>	
<b>Name by which the child is known (if different from above):</b>			
<b>Date of Birth:</b>		<b>Male/Female:</b>	
<b>Address:</b>		<b>Post Code:</b>	
<b>Documentary proof of DoB Type (eg Birth Certificate, Passport):</b>		<b>Ethnicity:</b>	
		<b>Country of Origin:</b>	
		<b>Language:</b>	
<b>Date document recorded (dd/mm/yyyy):</b>		<b>Document recorded by (name of staff member):</b>	

## 2. Additional details for children claiming 30 hours free childcare

<b>Parent/carers National Insurance Number</b>		<b>30 hours eligibility code:</b> (e.g. 12345678912)	
--	--	---	--

## 3. Additional details for verifying eligibility for two year olds

<b>Parent Portal Voucher Number</b>		<b>Golden Ticket Number</b>	
<b>Other eligible reason (e.g. Looked After Child)</b>			

## 4. Setting and attendance details

You need to agree and complete this Declaration Form with each setting your child attends for their early education entitlement of 15 or 30 hours per week in order to ensure that funding is paid fairly between them.

Your child can attend a maximum of two sites in a single day and if your child attends more than one setting, we will split the funding fairly between the settings.

My child is attending the following settings:

Provider Name(s)	Please enter total free entitlement hours attended per day					Total number of hours per week	Number of weeks per year (e.g 38, 45, 51)
	Mon	Tue	Wed	Thur	Fri		
A							
B							
C							
<b>Total Daily Free Hours Attended</b>							

### 5. Early Years Pupil Premium (EYPP) Registration Form

The Early Years Pupil Premium (EYPP) is an additional sum of money paid to childcare providers for children of families in receipt of certain benefits. This funding will be used to enhance the quality of their early years' experience by improving the teaching and learning and facilities and resources, with the aim of impacting positively on your child's progress and development. For more information please speak to your childcare provider.

If you believe that your child may qualify for the EYPP please provide the following information for the **main benefit holder** to enable the local authority to confirm eligibility:

Parent/carer First Name	<input type="text"/>	Parent/carer Last Name	<input type="text"/>
Parent/carer Date of Birth	<input type="text"/>		
Parent/carer National Insurance Number/ NASS Number	<input type="text"/>	Parent/carer signature	<input type="text"/>

## 6. Disability Access Fund Declaration

Three- and four-year old children who are in receipt of child Disability Living Allowance and are receiving the free entitlement are eligible for the Disability Access Fund (DAF). DAF is paid to the child's early years setting as a fixed annual rate of £615 per eligible child.

**Is your child eligible and in receipt of Disability Living Allowance (DLA)?**

Yes   
No

**If your child is splitting their free entitlement across two or more providers please nominate the main setting where the local authority should pay the DAF:**

--

## 7. Parent/Carer/Guardian with legal responsibility declaration

### Declaration

I confirm that the information I have provided above is accurate and true. I understand and agree to the conditions set out in this document and I authorise the provider to claim free entitlement funding as agreed above on behalf of my child. I also agree to inform the provider if there is any change in my circumstances.

In addition, I also agree that the information I have provided can be shared with the local authority and Department for Education, who will access information from other government departments to confirm my child's eligibility and enable this provider to claim Early Years Pupil Premium (EYPP) or Disability Access Fund (DAF) on behalf of my child.

Parent/Carer/Guardian with legal responsibility		Childcare Provider	
Signed		Signed	
Print name		Print name	
Date		Date	

## **Privacy Notice**

**For**

### **Information held by Durham County Council Education Service for services to children and young people**

#### **Early years funded places and other pupil benefits**

Durham County Councils Early Years and Childcare Service provides parents/carers with access to an eligibility checking services to enable checks to be made regarding eligibility for early years funded places and other pupil benefits (e.g. 2 year old funded places, or early years pupil premium). Assisted applications may also be made by early year's providers where they hold the parent/carers agreement.

Personal information (name, date of birth national insurance number, and national asylum support number ) provided for the purpose of assessing eligibility for funding will be matched to Department for Education records as well as appropriate government departments (including HMRC, DWP and Home Office).

The results of an application may be provided on screen via parent portal, or in writing to the applicant at the end of the assessment.

Confirmation of entitlement to early years funded places and other pupil benefits (or change in entitlement status), will be shared by the local authority with the school or setting that the child attends.

Where an application is rejected following submission, details will be retained for seven years the following purposes:

- To enable an application to be re used if the parent/carer circumstances change and they subsequently become eligible for two year old or early years pupil premium  
To process and provide the appropriate services without further information being collected should an investigation find that that an incorrect negative response was returned; to identify any suspicious behaviour such as multiple applications for the same child.
- The local authority has a statutory duty under Section 1 of the Childcare Act 2006 to ensure that it improves the well-being of young children in its area and reduces inequalities between young children. The data collected by the early years may be used by the One Point service for this purpose.

## **Eligibility for free early education for two-year-olds**

Two-year-olds are eligible for 15 hours of free early years provision if:

- the child comes within the criteria used to determine eligibility for Free School Meals (FSM) (as set out in section 512ZB(4) of the Education Act 1996 - see the 'Free School Meals' section of Annex E below);
- the parent of the child is entitled to Working Tax Credit under Part 1 of the Tax Credits Act 2002 by virtue of an award which is based on an annual income not exceeding £16,190;
- the child has a statement of special educational needs made under section 324 of the Education Act 1996;
- the child has an Education, Health and Care plan prepared under section 37 of the Children and Families Act 2014;
- the child is entitled to Disability Living Allowance under section 71 of the Social Security and Contributions and Benefits Act 1992;
- they are looked after by a local authority (under section 22(1) of the Children Act 1989); or
- they are no longer looked after by a local authority as a result of an adoption order, a special guardianship order or a child arrangement order (within the meaning of section 8(1) of the Children Act 1989) which relates to either or both of the following:
  - with whom the child is to live;
  - when the child is to live with any person.

## **Eligibility for free childcare for three- and four-year-olds of working parents**

A child is entitled to free early years provision if the child has attained the age of three, is under compulsory school age and the child's parent(s) meets the eligibility criteria set out below.

- the parent of the child (and their partner where applicable) should be seeking the free childcare to enable them to work;
- the parent of the child (and their partner where applicable) should also be in qualifying paid work. The definition of qualifying paid work is set out at regulation 5. Each parent or the single parent in a lone parent household will need to expect to earn the equivalent of 16 hours at the national living wage or their national minimum wage rate over the forthcoming quarter;
- where one or both parents are in receipt of benefits in connection with sickness or parenting, they are treated as though they are in paid work;
- where one parent (in a couple household) is in receipt or could be entitled to be in receipt of specific benefits related to caring, incapacity for work or limited capability for work that they are treated as though they are in paid work;
- where a parent is in a 'start-up period' (i.e. they are newly self-employed) they do not need to demonstrate that they meet the income criteria for 12 months in order to qualify for the extended entitlement.
- if either or both parents' income exceeds £100,000 they will not be eligible for the extended entitlement.

## Eligibility for Early Years Pupil Premium (EYPP)

3- and 4-year-olds in state-funded early education will attract EYPP funding if they meet at least 1 of the following criteria:

- Income Support
- income-based Jobseeker's Allowance
- income-related Employment and Support Allowance
- support under part VI of the Immigration and Asylum Act 1999
- the guaranteed element of State Pension Credit
- Child Tax Credit (provided they're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on, which is paid for 4 weeks after they stop qualifying for Working Tax Credit
- Universal Credit
- they are currently being looked after by a local authority in England or Wales
- they have left care in England or Wales through:
  - an adoption
  - a special guardianship order
  - a child arrangement order

Children must receive free early education in order to attract EYPP funding. They do not have to take up the full 570 hours of early education they are entitled to in order to get EYPP.