



Dear Parent / Carer,

## 30 Hour Funding for 3 and 4 Year Olds

From 1 September 2017, the Government will be extending the free childcare entitlement for working parents of 3 and 4-year-olds, to 30 hours per week for 38 weeks of the year (Standard Offer, or 22 hours per week for 51 weeks of the year (Stretched Offer)

The current entitlement for all 3 and 4-year-olds is 15 hours a week for 38 weeks of the year or 11 hours per week for the stretched offer. This will still be available.

The 30 hours free childcare entitlement is being introduced alongside a new scheme to help working families with the cost of childcare called Tax Free Childcare.

An eligible child can receive the 30 free hours until they reach statutory school age or attend school in reception class.

The structure for offering the entitlement is down to the childcare provider who has the choice not to offer 30 at all if it so wishes.

Happy Mindz have decided that we are going to offer the 30-hour funding both on a standard and a Stretched basis, and have also registered with HMRC for TAXFREE CHILDCARE. Funding for 30 hours can only be allocated for certain times which in theory should not be of detriment to any of you who claim.

Our session structures for 30-hour funding will be thus: -

### STANDARD CLAIM (30 Hours per week for 38 Weeks (School term dates ONLY)

	3x 10 hours	
Monday to Friday THREE. SESSIONS AND TIMES BEYOND THE THREE WILL BE CHARGED AT OUR NORMAL RATE	08:00 to 18:00	<i>EXAMPLE: A child who is booked to attend Five Days per week for full day sessions (7:30 to 18:30) will receive an invoice for 2 Full days + 3 hours care at the rate of £6.50</i>
	5x6 hours	
Monday to Friday	07:30 to 13:30 08:00 to 14:00 09:00 to 15:00 12:30 to 18:30	

Happy Mindz Day Nursery  
and Pre-School

The Old Chapel School  
Wickham  
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## STRETCHED CLAIM (22 hours per week including School Holidays)

2x11  
Hours

Mon	07:30	18:30
Tues	07:30	18:30
Weds	07:30	18:30
Thursday	07:30	18:30
Friday	07:30	18:30

*EXAMPLE: A child who is booked to attend Five Days per week for full day sessions (7:30 to 18:30) will receive an invoice for 3 full days of care.*

5x 4hrs 30 mins

Mon	08:30	13:00	13:00	17:30
Tues	08:30	13:00	13:00	17:30
Weds	08:30	13:00	13:00	17:30
Thursday	08:30	13:00	13:00	17:30
Friday	08:30	13:00	13:00	17:30

Extra hours before 8.30 and after 17:25 will be invoiced at our normal hourly rate

4x5.5

Mon	07:30	13:00	13:00	18:30
Tues	07:30	13:00	13:00	18:30
Weds	07:30	13:00	13:00	18:30
Thursday	07:30	13:00	13:00	18:30
Friday	07:30	13:00	13:00	18:30

## HOW DO I APPLY FOR THE ADDITIONAL 15 HOURS (30 HOURS)?

Parents must apply through an online eligibility checking system. Developed by Her Majesty's Revenue and Customs (HMRC)

<https://childcare-support.tax.service.gov.uk/par/app/applynow>

Use this service to apply for Tax-Free Childcare or 3 and 4 year old extended free entitlement. It's one single application that will check your eligibility for both. (This may be open to invited applicant only at present) March 2017

Once you have gone through the online eligibility checking system, (HMRC) will give you an Eligibility Reference Number. You will need to give this to ourselves to claim the 30 free hours.

*We are more than happy to support you in this process by giving access to our setting PC to make this application and offer our support*

To find out more visit -

<https://childcare-support.tax.service.gov.uk/moreinfopar/2>

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Happy Mindz Ltd  
Registered at Company House, Cardiff  
2015  
Company Number: 09775379

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## WILL MY CHILD QUALIFY?

In order for a child aged 3 and 4-year-olds to qualify, both parents must be working or the sole parent must be working in a lone parent family.

An adopted child qualifies if you and your partner meet the eligibility criteria.

You can use 30 hours free childcare if you're already getting Universal Credit or tax credits, and you can still apply for 30 hours free childcare if you or your partner:

- ✓ Are taking paid time off work, such as maternity leave, paternity leave or sick leave
- ✓ Are temporarily away from England for a period of up to 6 months, such as if you're in the military (on duty)

You can also still apply for 30 hours free childcare if either you or your partner are employed or self-employed and one of you gets one or more of the following benefits:

- ✓ contribution-based Employment and Support Allowance
- ✓ Carer's Allowance
- ✓ Incapacity Benefit or long-term Incapacity Benefit
- ✓ Severe Disablement Allowance
- ✓ National Insurance credits because of incapacity or limited capability for work
- ✓ you've been assessed as having limited capability for work for Universal Credit purposes

Eligibility is also based on income earned, not hours worked.

- ✓ Each parent over the age of 25 must earn at least £115.20 a week at current rates (as of November 2016,). This is the equivalent of 16 hours at the National Living Wage
- ✓ If you are aged 16 - 24 you must earn at least £64.00 - £111.20 at current rates (as of November 2016,) - depending on your age. This is the equivalent of 16 hours at the National Minimum Wage for your age.
- ✓ If you are on an apprenticeship you must earn at least £54.40 a week at current rates (as of November 2016,). This applies for apprentice parents under the age of 19, or older apprentice parents in the first year of an apprenticeship. This is the equivalent of 16 hours at the national Apprentice Rate.

The upper limit that each parent can earn is £100,000.

A parent will not receive a 'yes' decision where:

Either or both parents have an income of more than £100,000

You're not eligible if:

- ✓ you're in receipt of a childcare grant
- ✓ you're a full-time student/an intern
- ✓ you're not entitled to receive public funds

For further information visit –

<https://childcare-support.tax.service.gov.uk/moreinfo/par/2>

(March 2017)

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We will be sending out Grant Claim forms in Early May so that we will be in a strong position to begin claiming and applying your requests to your accounts. In the meantime please could you complete the attached form and return to us no later than 30<sup>th</sup> April 2017 in order to pencil in your sessions, and identify to us booking patterns eg. Stretched / Standard, and any additional hours you require..

Thankyou for your continued support,

Shane, Claire and Robert

## Child information

Legal name of child

Date of birth







Unique reference number  
(if 2YO)

Ethnicity code





First  
Language

Gender

Male	Female
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Address

code	Post
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Your provider can claim Disability Access Funding (DAF) if your child is 3 or 4 years old and in receipt of Disability Living Allowance (DLA) or Personal Independence Payment (PIP). Only one provider can claim this funding per year. If you wish to nominate this provider to claim the Disability Access Funding please tick this box:

☐

If you have ticked the box for DAF funding please provide a copy of your child's award letter to your provider who will to send to the local authority with a copy of this declaration form to claim the Disability Access Funding.

If you are claiming **up to 30hours** a week **up to 38 weeks** in a year, tick this box

Standard

☐

If you are claiming **less than 30hours** a week **over more than 38 weeks** in a year tick this box

Stretched

☐

## Booking Details

I wish my child to attend the following sessions each week as below:

	Monday	Tuesday	Wednesday	Thursday	Friday	Weekly Total
Session times eg Full Day 07:30-18:30 Half Day Session: 07:30 – 13:00 or 13:00-18:30 07:30 to 13:30 08:00 to 14:00 09:00 to 15:00 12:30 to 18:30						
How many funded hours per week have you agreed with the provider to claim for your child?						
If you are claiming for your child at a second setting, how many hours per week are you claiming?						

ELIGIBILITY REFERENCE NUMBER: \_\_\_\_\_



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