



St. Mary's Church, Fellowship House, 30 St. Mary's Road, Wimbledon, SW19 7BP.
Tel: 020 8715 1115 Email: info@OakTree4Kids.co.uk Website: www.OakTree4kids.co.uk

Information on Funding for 3 & 4 year olds

For those who may be eligible for funding from September 2017, you should have already received this information from Joanna. For those who are attending to apply for the 30 hours of funding, the term after your child turns 3 years of age, we hope this information will be of use to you.

As you are aware, all 3 & 4 year olds are entitled to 15 hours per week of universal Government education funding for 38 weeks (academic term time) or 11 hours over 51 weeks. This is purely a voluntary scheme which Oak Tree has been a willing participant.

From September 2017, your child may also be eligible to an extended entitlement of a further 15 hours of childcare funding, totalling 30 hours per week for 38 weeks of the year (academic term-time) or 22 hours per week for 51 weeks, if both parents are working. This is subject to an eligibility criterion which is available to view using the link below:

https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/615804/30_hours_free_childcare.pdf

After careful consideration, Oak Tree has decided to participate in the scheme, subject to the following criteria;

1. To claim for the full 30 hours, a minimum of 3 full days will be required.
2. Parents will need to change their children's sessions to full days from 8am to 6pm.
3. Parents who choose to do 2 full days only, will be able to claim up to 20 hours. If they are of course, eligible.
4. As places are limited, parents need to check availability at the nursery for full day places with Joanna.
5. Oak Tree will deliver the extended entitlement at 22 hours over 51 weeks as we are a full day care open all year.

Please note that you can still claim for the 15 hours of universal funding if you do not meet the eligibility criteria for extended additional 15 hours.

If you are eligible having both met the government's criteria and Oak Tree's criteria, please take the following steps:

- Step one – Sign up to the online Childcare Service using the following link <https://childcare-support.tax.service.gov.uk> and check if your child is eligible for the extended entitlement and get an eligibility code (also called a DERN). The deadline



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for us to receive this code is 31st August 2017 for those parents wishing to claim for September 2017.

- Step two - once we have received this code we will validate this code with Merton Council in addition you will need to provide us with your national insurance numbers and your child's date of birth (we will also ask you to sign a form allowing us to pass on this information to Merton Council)
- Step three - we will then complete a Parent Funding Agreement Form with you to confirm your child's place.

Please note: if you are claiming the 15 hour universal entitlement already and you become eligible for the 30 hour entitlement part-way through a term, the parent can only claim the extended entitlement from the beginning of the following term.

Parents have to reconfirm their eligibility every three months and will be prompted by the Childcare Service to do this. **The extended entitlement is purely the responsibility of the parent as the nursery has no influence over this and cannot offer the extended entitlement in advance of obtaining the approval from the council.**

Finally, if your application is pending for the additional extended 15 hours from 1st September 2017, your monthly invoice will only reflect the universal funding delivered to you at 11 hours per week for 51 weeks of the year. Once approved, your extended additional funding received on your behalf will be refunded. Please note, if your application for funding is not approved and we have already given you the funding in advance, you will be liable for the full shortfall in fees for that month.

If you require any further information, please do not hesitate to contact Joanna us on info@oaktree4kids.co.uk Further information is available on www.merton.gov.uk.