Childminder funding Policy

1 . Introduction

This policy outlines the approach to delivering funded early years places in compliance with statutory guidance and local authority requirements. It ensures transparency in charging arrangements and adherence to funding regulations.

I am committed to providing high-quality early education and childcare. As part of this commitment, I offer government-funded places to support families, promote early learning, and help parents and carers enter the workforce.

2 . Funded Entitlement

I offer the following funded early education entitlements, subject to eligibility:

- **Universal 15 Hours** – Available for all 3- and 4-year-olds.
- **Extended 15 Hours** – Available for eligible working families with 3- and 4- year-olds.
- **2-Year-Old Funding** – Available for eligible disadvantaged families and working families.
- **9-23 Month Funding** – Available for eligible working families.

3. Government Funding Rules

The following regulations apply to all early years providers claiming funding:

- Funding is limited to a child's termly allowance and cannot exceed 570/1140 hours per academic year.
- Paying for consumables, extracurricular activities, or additional hours cannot be a condition for accessing funding.
- Funding is only valid between 6 AM and 8 PM.
- A maximum of 10 hours per day and 15/30 hours per week can be funded.
- Children can attend a maximum of two childcare settings per day.

- Sessions must be in continuous blocks without artificial breaks (e.g., over lunchtime).
- Childcare settings set their own operating hours and holiday schedules. They set their patterns of delivery, e.g., the number of hours available per day.
- Providers are not required to offer all 15/30 funded hours per week to every child.
- All children, including those with SEND, must receive appropriate education, care, and support.
- Fundamental British values must be actively promoted.
- No registration fees can be charged (refundable deposits are allowed).
- Providers must meet Early Years Foundation Stage (EYFS) requirements and maintain legal staffing ratios.
- Childminders cannot claim funding for children related to them by blood or marriage/civil partnership. This includes grandparents, cousins, aunts/uncles, and nieces/nephews.

4. Funded Childcare Hours

Eligible children can receive 15 or 30 hours of funded childcare per week for 38 weeks per year, starting from the term after they reach the required age.

- I may offer all or part of the funded hours based on availability.
- Families may split hours between my setting and another provider.
- Funded hours may be stretched across more weeks, reducing the weekly allocation, based on availability.
- Availability should be discussed before signing a contract.

5 . Booking a Funded Place

To reserve a place, parents must:

- Provide a valid 11-digit funding eligibility code from HMRC (if applicable) and National Insurance number if using the working family funding.

- Complete and sign a contract before a place is confirmed.
- Present an original identification document (e.g., birth certificate or passport) for the child.
- Provide written consent for local authority checks on funding eligibility.
- Reconfirm eligibility every three months to maintain funding.
- Complete a Local Authority parent declaration to confirm you wish the setting to claim funded hours for your child.

Failure to reconfirm eligibility may result in the loss of funding.

6 . Additional Charges & Contributions

Statement from the government website.

A1.32 Government funding is intended to deliver 15 or 30 hours a week of free, high quality, flexible childcare. The 15 or 30 hours must be able to be accessed free of charge to parents. There must not be any mandatory charges for parents in relation to the free hours. Government funding is not intended to cover the costs of meals, other consumables, additional hours or additional services.

Funded hours cover only the core EYFS curriculum. It does not cover the cost of meals, equipment, and other necessary provisions for childcare. Optional contributions may be requested for:

- **Consumables** (e.g. snacks, craft materials, wipes, nappies, suncream)
- Non-food consumables (e.g. resources and supplies related to enhanced provision)
- **Extracurricular activities** (e.g. music, outings)
- **Additional hours beyond funded sessions**
- **Late collection or late payment fees**

Parents can opt out of these contributions. If they choose not to contribute, they will be asked to provide certain consumables or opt their child out of non-essential activities. Costs for additional charges are detailed in the **Additional Charges Price List** . Parents should refer to the list for prices and descriptions of services not covered by funded hours.

If parents wish to opt out of paying for meals, they must ensure that any food provided complies with the setting's healthy eating and allergy awareness policies and procedures.

7. Transparency and Invoicing

From **January 1, 2026** , all parents will receive a breakdown of additional charges on invoices.

Invoices will itemise:

- Funded hours (separately listed from paid hours)
- Any additional charges (if applicable)
- Parents needing specific details for Universal Credit claims should inform me in advance.

8. Using Funding at Multiple Settings

- Children can split their funded hours between two providers, provided they do not attend more than two settings per day.
- For 30-hour funding, providers must agree on how to split the universal (15-hour) and extended (additional 15-hour) entitlement.
- Early Years Pupil Premium (EYPP) funding will go to the provider claiming the universal hours.

9 . Deposits for Funded Places

- A refundable deposit may be required to secure a funded place and will be returned once the child starts or offset against future fees. This will normally be during the first half term after the start date.
- The deposit may not be refunded if a child does not attend as agreed and no notice is given.

10 . Attendance & Absences

- Short-term absences (illness, holidays, emergencies) will usually not affect funding.
- Regular non-attendance may result in the local authority reclaiming funding.

- Late arrivals or early departures do not qualify for make-up sessions. Once a funded place is reserved, it cannot be reallocated. If your child regularly uses fewer funded hours than planned, their attendance pattern may be reviewed, and adjustments to the care schedule and funding claim may be required for the following term.

11 . Provider Absences & Holidays

- If I am unavailable due to illness or a planned holiday, funding may not be claimed for that period.

- If possible, I may offer an alternative session, but this is not guaranteed.

12. Additional Support for SEND Children

- I am committed to supporting children with Special Educational Needs and Disabilities (SEND) in line with the **SEND Code of Practice 2014** and the **Equality Act 2010** .

- For families receiving Disability Living Allowance, **Disability Access Funding (DAF)** may be available to support additional resources, equipment, or training.

13 . Notice Period and Changes

- Changes to funded hours require at least four weeks' notice. Mid-term adjustments may not be possible, as they are subject to the childcare provider's agreement with the Local Authority.

- Additional charges and the number of hours used per week will be reviewed on a termly basis.

14 . Compliance with Local Authority Guidance

- This setting adheres to local authority funding agreements and statutory guidance.

- Any changes in government policy or funding rates will be communicated to parents.

15 . Complaints & Concerns

If parents believe I am not following funding rules, they can:

1. Raise concerns with me directly.

2. If unresolved, contact the **local authority** and/or **tiney**

3. If still unsatisfied, escalate to the **Local Government and Social Care Ombudsman** .