

# Croydon Free Entitlement Parental/Carer Agreement

## Parent/Carer Declaration Form for 2, 3 & 4 year old children

There are 3 types of early years funding, each of which begins from the term following the child's birthday.  
Criteria information: <https://www.gov.uk/help-with-childcare-costs/free-childcare-and-education-for-2-to-4-year-olds>

| Age        | Annual amount                               | Eligibility                | Code               | Staff signature & date |
|------------|---|----------------------------|--------------------|------------------------|
| 2 Year Old | 570 hours                                   | Criteria based             | e.g. AF123456      |                        |
| 3 & 4 YO   | 570 hours                                   | Universal/available to all | n/a                |                        |
| 3 & 4 YO   | Additional 570 hours (extended entitlement) | Criteria based<br>NI no.:  | e.g. 5000 123 4567 |                        |

This agreement is between the parent and provider listed below:

|                                  |                |
|----------------------------------|----------------|
| Parent/carers:                   |                |
| Address:                         |                |
|                                  | Post Code:     |
| Name of child:                   | Date of birth: |
| Address (If different to above): |                |
|                                  | Post Code:     |
| Name of provider:                |                |
| Address                          |                |
|                                  | Post Code:     |

Please tick to indicate whether you are claiming your funded hours as either a

- Stretched offer of \_\_\_\_ hours over \_\_\_\_ weeks **OR**
- Term time offer with term lengths as shown:
  - Autumn \_\_\_\_ weeks
  - Spring \_\_\_\_ weeks
  - Summer \_\_\_\_ weeks
- I confirm that my child does not access funding with another Croydon private provider, maintained nursery class, school or with any provider in another Local Authority **OR**
- My child will access \_\_\_\_ hours per week of their universal / extended entitlement (delete as appropriate) with the provider named above.  
My child is also accessing \_\_\_\_ hours per week of their universal / extended entitlement (delete as appropriate) with the provider named below

|                                 |
|---------------------------------|
| Name of provider:               |
| Address:                        |
| Post Code:                      |
| Local authority if not Croydon: |

Please tick to show that you agree to the following conditions:

- I understand the provider will not charge me for the funded hours.
- Should I request that my provider supplies additional services and/or provides extra hours beyond the funded hours detailed above I agree to pay any applicable fees for these additional services and/or extra hours.
- I acknowledge that if I move my child to **another** setting without giving 4 weeks' notice in writing I will not be able to claim the 2 year old or universal funding in the new setting until the end of the 4 week period as the original setting claims this in lieu of notice.  
N.B. The extended entitlement is **not** transferable as it is agreed termly in advance.

**Newly registered organisations**

If the setting you are accessing is new and has not yet been graded by Ofsted, Croydon Council will fund the child until advised of the Ofsted inspection grade.

All children will continue to be funded if the setting is graded 'Outstanding' or 'Good'.

If the setting is graded 'Requires Improvement' then Croydon Council reserves the right to cease 2 year old funding at the setting but will continue to fund your child as long as you choose to stay.

If the setting is graded 'Inadequate' then we will continue to fund your child there as long as you choose to stay but the setting will not be able to offer funding to new children.

**Please read the following statement and confirm your agreement to it by signing below.**

I understand that if I have given any false information on this form, I may be asked to reimburse the provider. I understand that Croydon Council may perform background checks on the system and that I am required to present the provider with:

- evidence of my address
- a copy of my child's birth certificate as proof of his/her date of birth
- evidence of eligibility for 2 year old funding (recorded overleaf and subsequently verified by the provider)
- evidence of eligibility for the 3 and 4 year old extended entitlement (recorded overleaf and subsequently verified by the provider)

Parent signature: \_\_\_\_\_ Date: \_\_\_\_\_

Provider signature: \_\_\_\_\_ Date: \_\_\_\_\_

If you receive any of the following benefits and would like the setting to claim additional Early Years Pupil Premium (EYPP) on behalf of your 3 and 4 year old, please provide the requested information.

This information is also required if you are claiming the extended entitlement.

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Support from NASS under Part VI of the Immigration and Asylum Act 1999
- The guaranteed element of State Pension Credit
- Child Tax Credit (provided you're not entitled to Working Tax Credit and annual gross income is no more than £16,190)
- Working Tax Credit run-on, paid for 4 weeks after you stop qualifying for Working Tax Credit
- Universal Credit

Children who are looked after or adopted are entitled to EYPP subject to sight of relevant documentation.

|   | Parent/Guardian 1 |  |   |  |  |   |  |  |  |  | Parent/Guardian 2 |  |   |  |  |   |  |  |  |  |
|---|-------------------|--|---|--|--|---|--|--|--|--|-------------------|--|---|--|--|---|--|--|--|--|
| Last name                                     |                   |  |   |  |  |   |  |  |  |  |                   |  |   |  |  |   |  |  |  |  |
| First name                                    |                   |  |   |  |  |   |  |  |  |  |                   |  |   |  |  |   |  |  |  |  |
| Date of birth                                 |                   |  |   |  |  |   |  |  |  |  |                   |  |   |  |  |   |  |  |  |  |
| National Insurance Number                     |                   |  |   |  |  |   |  |  |  |  |                   |  |   |  |  |   |  |  |  |  |
| National Asylum Support Service (NASS) Number |                   |  | / |  |  | / |  |  |  |  |                   |  | / |  |  | / |  |  |  |  |

**Disability Access Fund (DAF) declaration**

Any 3 or 4 year old children who are in receipt of child Disability Living Allowance and are accessing funded hours are eligible for DAF. This is a fixed annual payment made to the setting of £615 and cannot be split between more than one setting nor transferred.

Please provide your child's DLA reference if you wish this setting to claim DAF

**Data Protection Statement**

For the purposes of Data Protection Act 1998 (the 'Act'), Croydon Council is the data controller in relation to all personal information you provide on this form. Croydon Council is committed to protecting your privacy and processing such personal information in a manner which meets the requirements of the Act. For more information about Croydon Council's privacy policy and the Act, please refer to <https://www.croydon.gov.uk/democracy/data-protection-freedom-information>