

April 2019 – March 2020

**This booklet is to help you understand about
Free Education and Childcare for Two Year Olds
at an important time in your child's development.**

**Can you tell me a little bit about Free Education and
Childcare for Two year olds ?**

Free Early Education for Two year olds is an offer of up to 15 hours of free early education and childcare per week. Check the lists below, to see if you qualify for 2 Year old Early Education Funding, as it is only available to a limited number of two year olds in Rutland.

Financial criteria and applying for funding

You will need to complete an application form and send it to the 2 Year old Education and Childcare team, which are situated at Visions Children's Centre, next to Oakham Library. You can download an application form for the 2 Year old early education application form at:



Web:

<http://visionsccc.co.uk/234yearearlyeducationfunding>

Or request an application form sent to you by contacting us via:

Email: visions@rutland.gov.uk

Phone: 01572 758383

Post: Visions Children's Centre, Catmos Street, Oakham, Rutland, LE15 6HW

If you receive one of the benefits listed below, you can apply for 2 Year old Early Education Funding.

- Income Support
- income-based Jobseeker's Allowance (JSA)
- income-related Employment and Support Allowance (ESA)
- Universal Credit - if you and your partner have a combined income from work of less than £15,400 a year after tax.
- Tax credits and you have an annual income of under £16,190 before tax
- the guaranteed element of State Pension Credit
- support through part 6 of the Immigration and Asylum Act
- the Working Tax Credit 4-week run on (the payment you get when you stop qualifying for Working Tax Credit)

You may have to provide proof of these benefits (the most current letter (all pages)/on-line statement (Universal Credit) you have received, (advising of the benefit(s) you are claiming, if requested.

You can also pop in and speak to someone at your local Children's Centre in Oakham, next to Oakham Library.

Automatically funded criteria

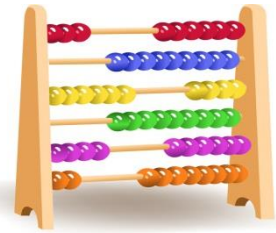
If your child is in one of the groups listed below, they will be automatically be eligible for funding.

- Child looked after by Rutland County Council.
- Child with a current statement of Special Educational Needs (SEN) or an Education, Health and Care (EHC) plan.
- The Child applying receives Disability Living Allowance.
- Child who has left care under a special guardianship order, child arrangements order or adoption order.

How many hours can my child have for free?

Your child can have up to 15 hours a week for 38 weeks a year. Some childcare providers should be able to allow you to use your hours flexibly over the week but you won't be able to have:

- More than 10 hours in one day
- Less than 2 $\frac{1}{2}$ hours in one day
- Any time before 7am or after 7pm.



The following are examples of childcare providers who may offer 2 Year Early Education Funding:

- Day nurseries
- Pre-schools
- Playgroups
- Child minders with an Ofsted inspection of good or outstanding
- Maintained schools and Academies with 2 Year old provision
- Independent schools



All childcare providers who offer 2 Year Early Education Funding are inspected by Ofsted to make sure they reach a certain standard, to find out information about a setting visit www.ofsted.gov.uk

When can my child start their free part-time Early Years provision?

Children can get 2 Year Early Education Funding from the term after their second birthday for one year until they automatically receive Free Early Education for 3 and 4 year olds.

Child born between

1 January - 31 March
1 April - 31 August
1 September - 31 December

Can have a free place from the beginning of the term on or after the:

1 April - (Term starting on or after)
1 September (Term starting on or after)
1 January (Term starting on or after)

Example: Child with a 2nd birthday on 18th Feb, will be eligible to start claiming the funding at the start of the term, starting on or after the 1 April of that year. In Rutland, this is usually after the Easter holidays.

Your child can receive 2 Year Early Education Funding until the term after their third birthday, when they will automatically receive the Free Early Education for 3 and 4 year olds.

Free Early Education for Two year olds is the offer of a free part-time early year's provision place and not a guarantee of a place with a particular childcare provider.

How are the 38 weeks spread across the year?

Childcare providers are able to claim either for the following weeks each term, not including half-term breaks or school holidays:

Summer term 2019 - 12 weeks
Autumn term 2019- 14 weeks
Spring term 2020 - 11 weeks



If your chosen childcare provider does not offer 38 weeks, you may **not** be able to take the balance somewhere else.

Or if your childcare setting is open all year (52 weeks) then you may be able to spread the hours out over the year.

Does Free Early Education for Two year olds have a monetary value?

No, it is a free entitlement for up to 15 hours a week, for 38 weeks a year. It is not a voucher or a parental subsidy.

Is it really free or will I have to pay any fees?

The offer of up to 15 hours a week free childcare, for 38 weeks a year, is free. You should also get an invoice at least once a term, clearly showing what they are asking you to pay for.

Your childcare provider shouldn't charge you, as the entitlement is for a free place rather than a subsidy towards your fees.

However, they can set their own rates for any additional time or services (meals, trips etc) that you take. They should let you know in advance what you will be expected to pay.

Will the childcare provider ask me to sign any forms?

The first term that a childcare provider claims on your behalf you may be asked to fill in a 2 Year Early Education Funding Registration form. They will ask you to show your child's birth certificate or passport as proof of identity and see your letter of eligibility. They may also ask you to complete a Declaration form at the beginning of every term and another form if you want to increase or decrease the number of hours your child attends.

Can sessions be mixed between childcare providers?

Yes, you can choose to take up 2 Year Early Education Funding with more than one childcare provider if this suits you better. Schools are also beginning to offer a mix of sessions. So, for example, your child could have 9 hours in a local authority nursery school or class and 6 hours with a private childcare provider.

If you choose to take up the full entitlement with one childcare provider, and

take up additional hours with another childcare provider, you will be charged for all these additional hours.

Can I transfer my funding from one childcare provider to another, if I wanted to change mid-term?

No. Once your child has started the term with a childcare provider and you have signed the Declaration form, the funding for the term will be paid to that childcare provider. In exceptional circumstances, it will be possible to transfer the funding.

If you feel that you have to move your child to a different childcare provider, contact Rutland Family Information Service for their advice first.

What will happen to my funding if my child is absent?

If your child is likely to be absent for more than two weeks you should notify your childcare provider.

Is there any support available for a child with special educational needs and/or a disability?

Every childcare provider will expect to have a child with special educational needs and/or a disability at some point. With careful planning and organisation most of these children are able to take part fully in the activities. Childcare providers are able to get specialist advice from Rutland Early Years and Childcare Service and may be able to apply for the full free hours even if the child does not go all the time.

Can the lunch hour be part of the offer of free hours?

Yes, a child's free hours can be taken up around lunchtime. The childcare provider may make an extra charge for the lunch or you may be given the option of a packed lunch for your child.



What happens if my childcare provider does not offer the full free hours?

Childcare providers in Rutland do not need to offer the full free hours. Some may not be able to be open every day of the week and some do not offer 38 weeks a year. If you choose a childcare provider that does not offer the full free hours, the childcare provider will let you know in writing what that means for you.



What happens if my childcare provider does not offer 2 Year Early Education Funding?

Not all childcare providers in Rutland offer 2 Year Early Education Funding. Rutland Information Service is able to provide you with a list of all providers registered to offer 2 Year Early Education Funding or you can look on the Rutland Information Service at:

Email: ris@rutland.gov.uk

Web: <http://ris.rutland.gov.uk/kb5/rutland/directory/home.page>

Tel: 01572 722 577 (Ext 8495)

Open 8.30am - 5pm Mon - Thurs, 8.30am - 4.30pm Friday. Answer-phone at all other times.



Do I have to live in Rutland?

Any family can claim for 2 Year funding but families living in Rutland have to apply to Rutland County Council for funding. Families not living in Rutland apply to their local County Council for funding. The only exception to this is looked

after children, who are the responsibility of Rutland County Council (correct at time of going to print).

30 hours free childcare...

All 3 and 4 year olds are entitled to 15 hours free childcare per week (maximum of 570 hours per year).

Some families can also access an additional 15 hours free childcare per week, if both parents are working or the sole parent is working in a lone parent family.

Find out more: www.ris.rutland.gov.uk

Speak to your Early Years Provider

Call: 01572 722 577

Email: ris@rutland.gov.uk