

Parental Contract

Funded Early Education and Childcare for 2, 3 and 4 year olds

NOTE FOR PARENTS/Carers

This Parental Contract is between the Parent/Carer and the Early Years Providers. A copy of this Contract should be made available to Northamptonshire County Council and the Parent/Carer if requested

Parents/Carers with legal responsibility for the child must complete this Parental contract before their child takes up a funded place.

If you need help to complete any of the sections below, please ask your Early Years provider.

If you have a Tax Free Childcare log in for the HMRC website, please make sure the details you use below are the same.

All 3 and 4 year old children and some eligible 2 year olds are entitled to a maximum of 570 hours Funded Early Education and Childcare. 30 hour eligible 3 and 4 year olds are entitled to 570 universal hours and 570 extended hours. The 570 2 years/universal and 570 extended funded entitlement is split across 3 funding blocks (not school terms) and begins the funding block **after** each individual child's birthday, on the following basis:

- A maximum of 15 or 30 hours per week
- A maximum of 10 hours in a single day
- A maximum of two Early Years Providers in one day.

For more information please visit Northamptonshire County Council website: www.northamptonshire.gov.uk/earlyyears

Section One – Child's Details

Child's Legal Forename		Child's Legal Middle Name	
Child's Legal Surname			
Name by which child is known if different from above			
Address		Postcode	
Date of Birth		Male / Female	
Documents seen and checked	Name:	Date:	

Section Two – Parent/Carer Details

Parent/Carer One
Parent/Carer Two

Legal Forename	X	Legal Forename	
Legal Surname	X	Legal Surname	
Address if different to named child	X	Address if different to named child	
Contact Number	X	Contact Number	
Date of Birth	X	Date of Birth	
National Insurance Number or NASS Number	X	National Insurance Number or NASS Number	

Section Three – Funding Offer – New for Summer 2021

The funding can only be offered in one of the below 4 options. Please select the option you wish to use to claim your child's funding. 38 weeks of the year is term time only and does not include any school holidays. Please ask your childcare provider to help you select the option that suits your needs

Options	Hours per week	Summer weeks (Approx)	Summer hours	Autumn weeks (Approx)	Autumn hours	Spring Weeks (Approx)	Spring hours	Total hours	Chosen Option
38 weeks term time only	15	12	180	14	210	12	180	570	
51 Weeks	11	22	242	16.8	185	13	143	570	

Section Four – Early Years Provider Details and Child’s Attendance

If your child is attending more than one Early Years Provider the section below needs to be completed for each of them. **Early Years Providers should assist in the completion of this section.** Please refer to the guidance notes for Funding Block Dates.

Early Years Provider One Name	Please list Universal and Extended Hours Separately	Enter Number of Funded Entitlement Hours per Day					Total Hours per Week	Total Hours per Funding Block		
		Mon	Tue	Wed	Thu	Fri		Summer 2020	Autumn 2020	Spring 2021
	Universal hrs									
	Extended hrs									
Early Years Provider Two Name								Summer 2020	Autumn 2020	Spring 2021
	Universal hrs									
	Extended hrs									
Totals										
Signed										

Section Five – Eligibility

Please refer to the guidance notes for more information on the Disability Access Fund (DAF) and Early Years Pupil Premium (EYPP)

2 Year Funding reference number *Must be validated within 6 weeks of parent obtaining.					
30 Hours Eligibility reference number * This reference number is called a DERN number and will need to be checked every 3 months. Eligible from date must pre-date the funding block. For any complaints/queries please email HMRC directly.					
My Child receives Disability Living Allowance (DAF) *	<table border="1"> <tr> <td>YES</td> <td></td> <td>NO</td> <td></td> </tr> </table>	YES		NO	
YES		NO			

*This is only for eligible 3 and 4 year old children

Section Six – Parental Contract Declaration

- I accept and understand the following points: I am NOT able to change my child’s funded place during the funding block without giving the Early Years Provider full notice as detailed in their Admissions Policy. I understand that if I do, the funding available for my new Early Years Provider may be affected.
- I cannot claim more than the maximum hours available for each funding block and this has been explained to me by my Early Years Provider.
- If my eligibility for a 30 hours funded place ends, I will continue to receive funding for the ‘grace period’ at this Early Years Provider only.
- I should not be charged for the funded hours in advance or be expected to pay any top up fees for my child’s funded place.
- I have seen, agreed and signed a contract with my Early Years Provider that details any additional costs I may be charged.
- I agree that the information I have provided will be shared with Northamptonshire County Council, other local authorities if required, Early Years Providers and the Department for Education who will access information from other government departments to confirm my child’s eligibility and enable the named Early Years Provider to claim funding.
- I agree that this Parental Contract must be signed at the beginning of each Funding Block to confirm the information correct. If the information has changed a new Parental Contract must be completed and signed by my Early Years Provider.
- I confirm that my child will use the hours I have signed for on this Parental Contract. I understand that I am only able to claim a maximum of 2 weeks absence in my child’s funded year and I will inform my Early Years Provider of any absence.
- I understand that any false or incorrect information could lead to the funding for my child being removed
- I confirm that the details I have given on this Parental Contract are correct to the best of my knowledge

Parent/Carer One Print:

Signature:

Date:

Parent /Carer Two Print:

Signature:

Date:

Early Years Provider Print:

Signature:

Date: