

Ladywood Primary School



Childcare Extended Entitlement
30 hours in Nursery

General Information

This leaflet is intended to provide parents/carers with some background information about:

- the Government's 30 hour extended funded childcare/early education offering
- the option available at Ladywood Primary School
- the process of finding out if you are eligible
- applying for a funded 30 hour place at Ladywood for your child.

Background

To support working families, the government extended the entitlement of 15 hours free childcare for all parents to 30 hours from September 2017 for families that meet certain criteria.

Working families that meet the criteria will be entitled to **30 hours free childcare** per week for **38 weeks of the year**. This is an increase of 15 additional free childcare hours on top of the current 15 hours of free childcare / early education. It is estimated that 42% nationally of 3 and 4 year olds will be eligible to the new entitlement of 30 hours of free childcare when it is introduced.

The 15 additional free childcare hours are to help working parents manage their childcare costs and support parents into work, to work successfully, or to work more hours should they wish to do so.

Are you eligible?

Working families with 3 and 4-year-old children may be entitled to 30 hours of free childcare or early education for 38 weeks per year (that's a total of 1,140 hours per year, which you can use flexibly with one or more childcare provider).

Your eligibility depends on:

- if you are working
- how much you earn
- your child's circumstances
- your nationality

You can get 30 hours free childcare at the same time as claiming Universal Credit, tax credits, childcare vouchers or Tax-Free Childcare.

If you are working

You can usually get 30 hours free childcare if you (and your partner, if you have one) are:

- in work
- on sick leave or annual leave
- on parental, maternity, paternity or adoption leave

If you're on parental leave, you cannot apply for the child you're on leave for.

If you are not currently working

You may still be eligible if your partner is working, and you get Incapacity Benefit, Severe Disablement Allowance, Carer's Allowance or Employment and Support Allowance.

You can apply if you're starting or re-starting work within the next 31 days.

How much you earn

You'll need to expect to earn a certain amount over the next 3 months. This is at least the [National Minimum Wage or Living Wage](#) for 16 hours a week on average.

For example, over the next 3 months you expect to earn at least £1,707.68 - the National Living Wage for people over 25.

If you have a partner, they'll need to expect to earn at least this much too.

If you're self-employed and do not expect to make enough profit in the next 3 months, you can use an average of how much you expect to make over the current tax year.

This earnings limit does not apply if you're self-employed and started your business less than 12 months ago.

If you or your partner have an 'adjusted net income' over £100,000 in the current tax year you will not be eligible. This includes any bonuses you expect to get.

Your adjusted net income is your total [taxable income](#) before any personal allowances and minus things like Gift Aid.

Your partner

Your partner's employment and income will affect your eligibility if you are:

- married or in a civil partnership and live together
- not married or in a civil partnership, but living together as though you are

Their employment and income will not affect your eligibility if they:

- are or will be absent from your household for more than 6 months
- are a prisoner

Your child

You will not be eligible if your child does not usually live with you.

If you foster your child, you cannot use the online application to get 30 hours free childcare. Speak to your social worker and your [local authority](#) if you want to apply.

Your nationality

You will not be eligible if you're from [outside the EEA](#) and your UK residence card says you cannot access public funds.

Your partner can apply instead if they're from:

- the UK or EEA
- outside the EEA and their UK residence card says they can access public funds

When can your child start?

Your child can start in their childcare place the term after they turn 3 years old and have received a valid 30 hours code, **whichever is later**. For the purposes of eligibility, term start dates are 1st September, 1st January and 1st April.

To keep your 30 hours free childcare place you need to check your details are up to date every 3 months.

What isn't covered?

The 30 hours free childcare offer is not intended to cover the costs of meals, other consumables (such as nappies or sun cream) or additional activities (such as trips). Providers may charge a fee for these additions.

Ladywood Primary School Offer

Sessions/times

With effect from 6th January 2020 Ladywood Primary School will have a limited number of 30 hour places. These places will be available during term time, between the hours of 9am and 3.15pm.

Snacks

Children will be provided with milk, fruit/snack during the day. A suggested voluntary contribution of £3 per term is requested to help school meet any additional cost of providing this.

Lunch

Parents are requested to provide a packed lunch for children (a school meal option is not available). Children will be supervised during lunch times in a designated area of the EYFS Unit.

How to apply

Please speak to a member of the EYFS team in the first instance to check that we have availability. BEFORE your child can start in a 30 hour place at Ladywood Primary you must have applied online and be able to provide school with a valid entitlement code. Codes issued are valid for a period of 3 months (parents/carers must revalidate their application in order to retain a place).

When to apply

You can apply from when your child is 2 years and 36 weeks old.

When your child turns 3	When they can get 30 hours from	Recommended time to apply
1 Sept to 31 Dec	1 January	15 Oct to 30 Nov
1 Jan to 31 Mar	1 April	15 Jan to 28 Feb
1 Apr to 31 Aug	1 September	15 June to 31 July

You can apply outside of these recommended dates but you might not receive your code in time.

You must have a valid code by the end of the month before a new term starts.

You have to reconfirm your eligibility every 3 months. If you apply more than 3 months before the term starts, you'll have to reconfirm your eligibility in your account in order to keep your code valid.

Apply Online

Go to the Childcare Choices website <https://www.childcarechoices.gov.uk/> and click on the 3&4 year olds 30 hours free childcare application link

The screenshot shows a webpage titled "30 HOURS FREE CHILDCARE". On the left, it says "Age 3&4". The main content lists eligibility criteria:

- For **working families in England**
- With **3 and 4-year-old children**
- **30 hours of free childcare** or early education for **38 weeks**
- A total of **1,140 hours per year**, that you can use flexibly with one or more childcare provider
- Some providers will allow you to 'stretch' the hours over 52 weeks, using fewer hours per week

Below the list, it says "Find out more about similar schemes in [Wales](#) / [Cymru](#)". At the bottom left is a button "Is it for me?". On the right, there are two buttons: "Childcare Calculator" and "Apply now for a January start". The "Apply now for a January start" button is circled in red.

This will take you to the gov.uk site <https://www.gov.uk/apply-30-hours-free-childcare>. To complete your application, you will need to create a childcare account (if you don't already have one).

The screenshot shows the gov.uk website. At the top is the "GOV.UK" logo and a search bar. Below the header, there's a banner for "Register to vote". The main heading is "Apply for 30 hours free childcare". Below this, it says "Use this service to apply for a code to get 30 hours free childcare. You'll need to set up a childcare account." and "You'll need your details (and your partner's, if you have one), including your:" followed by a list:

- National Insurance number
- Unique Taxpayer Reference (UTR), if you're self-employed

It also mentions: "If you pay for childcare and want to use Tax-Free Childcare to get help with costs, you can also apply using this service." and "It usually takes 20 minutes to apply. You may find out if you're eligible straight away, but it can take up to 7 days." At the bottom left is a green button "Start now >". On the right, there's a sidebar titled "Part of" with a link "Get 30 hours free childcare: step by step". Below this is a numbered list:

- 1 Check you're eligible [Show](#)
- 2 Check if you'll be better off [Show](#)
- 3 Apply for 30 hours free childcare [Hide](#)

Under step 3, it says: "There's one application for 30 hours free childcare and Tax-Free Childcare. As part of your application, you will find out if you can get both." and a link "Apply online".

You will need:

- your National Insurance number
- access to a mobile phone or landline
- details of one or more of the following - your UK Passport, tax credits, P60 or a recent payslip

Once you have completed your application and received your eligibility code in your childcare account, use the form at the end of this booklet to provide school with your code along with:

- your National Insurance number
- your child's date of birth

Reconfirming your eligibility

You must confirm your details are up to date every 3 months or your code will expire. To do this sign into your childcare account at:

<https://www.gov.uk/sign-in-childcare-account>

GOV.UK Search

Sign in to your childcare account

Use this account to get your [30 hours free childcare](#) or pay for your [Tax-Free Childcare](#).

To keep getting your 30 hours free childcare or Tax-Free Childcare, you must sign in every 3 months and confirm your details are up to date.

If you're eligible for 30 hours free childcare, sign in to get a code to give to your childcare provider.

If you've registered for Tax-Free Childcare, sign in to:

- pay money into your account
- pay your childcare provider
- apply for a new child

You'll need the Government Gateway user ID and password you used when you applied for Tax-Free Childcare.

Sign in >

Part of [Get 30 hours free by step](#)

- 1 Check your details [Show](#)
- 2 Check if you're eligible [Show](#)
- 3 Apply for 30 hours free childcare [Show](#)
- 4 Give your childcare provider your details [Show](#)
- 5 Sign in to your account to reconfirm your details [Hide](#)

You must confirm your details are up to date every 3 months.

Enter your Government Gateway User ID and Password and then click the green button labelled 'Sign in'

The screenshot shows the GOV.UK Sign in page. At the top, there's a blue header with the GOV.UK logo and 'HM Revenue & Customs'. Below this, the heading 'Sign in' is prominent. A message states: 'Enter your Government Gateway credentials to sign in. You received these when you created your HMRC online account.' There are two input fields: 'User ID' and 'Password'. A green 'Sign in' button is at the bottom left.

Your childcare account will now be displayed. Click '30 hours free childcare' to see your 11 digit code, which usually starts with '5000...'

The screenshot shows the 'Childcare service account' page. The header includes 'GOV.UK' and 'The childcare service'. A banner at the top says 'ALPHA This is a new service - your feedback will help us to improve it.' with links for 'Get help' and 'Sign out'. The main heading is 'Childcare service account'. Below it, a message says: 'This is your childcare service account. Here you can manage your details and payments.' There are several links in a grid: 'Your Tax-Free Childcare account', '30 hours free childcare' (circled in red), 'Secure messages', 'Contact details', 'Reconfirmation', 'Security', 'New child application', and 'Your applications'.

Or you can click on 'Secure messages' where you will see a message that looks like this (this would be populated with your information).

The screenshot shows an email message. It starts with 'Dear <Parent Forename >'. The subject is '30 hours free childcare application for <Forename and Surname of child>: next steps'. The body text says: 'Thank you for applying for 30 hours free childcare. You're eligible for 30 hours per week of free childcare over 38 weeks of the year. It's possible to stretch your entitlement, by taking fewer hours over more weeks of the year.' There is a section titled 'Important information – may require action' with a bulleted list of four items, each starting with '<eligibility code response>'. Below this, it says: 'The eligibility code for <Forename and Surname of child> is <child's eligibility code>.' (The code itself is circled in red). It then states: 'This code is important as you'll need it to get your 30 hours free childcare. You can find the code in your childcare service account if you need it at a later date.' The final paragraph says: 'However, you can't use this code to claim 30 hours free childcare if your child is in reception. If your child has reached compulsory school age, they won't be eligible for free childcare.'

Still need help?

If you are struggling with your application, if you have any questions regarding the information in this leaflet or the 30 hour entitlement in general, please speak to a member of staff.

Useful information is also available on the BMBC Families Information Service web page <https://www.barnsley.gov.uk/services/children-families-and-education/children-with-special-educational-needs-and-disabilities-send/families-information-service>



Ladywood Primary School
30 Hours Free Childcare

Eligibility Code Details

Please complete this form with your eligibility code and child's details and hand it to school before the end of the month prior to your child starting their 30 hour placement, don't forget to revalidate your code every 3 months and update school.

Child's Name

Child's Date of Birth

Your NI Number

30 Hour Eligibility Code