

You will be given The Working Parent's Entitlement code to confirm your eligibility to claim funding and this can be found on your childcare portal. **This code is needed for any funding for children 9 months-2 years and 3 and 4 year olds who qualify for the 30 hours funding.**

This is the name of the nursery and their Ofsted registration number. This can be found on the registration certificate displayed in the lobby, or you can ask your Nursery Manager.

You can find additional guidance from Essex County Council on funding and the Parent Agreement Form here.

This section only needs to be completed if you are eligible for the 2-year-old funding for disadvantaged families. **This does not need to be completed if you are claiming the working families funding (9mths-2yrs) or your child is 3 or 4 years old.**

Section 4a does not need to be completed as we do not offer the funding on a stretched offer at Seymour House.

To allow us to submit a claim for the funding your National Insurance number is needed.

**Essex County Council**

**Funded Early Education Entitlement for FEEE1W, FEEE2, FEEE2W, FEEE3-4 & EFE**

**Parent / Carer Agreement Form (PAF) for Financial Year 2024/25**

Please read the accompanying [Guidance](#) and complete this form for the Funded Early Education Entitlement (FEEE) to be claimed for your child.

**1. Provider details:**

Name		Registration Number	
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**2. Child and Parent/Carer details:**

Child details		Parent/Carer details	
Legal Forename		Title (e.g. Ms, Mrs, Miss, Mr, Dr)	
Legal Middle Name(s)		Legal Forename	
Legal Surname		Legal Surname	
Gender	Male <input type="checkbox"/> Female <input type="checkbox"/> Not Specified <input type="checkbox"/>	Gender	Male <input type="checkbox"/> Female <input type="checkbox"/> Not Specified <input type="checkbox"/>
Address		Address (if different from the child's address)	
Postcode		Postcode	
Date of Birth (DD/MM/YYYY)		Date of Birth (DD/MM/YYYY)	
Ethnicity		Ni/NASS Number	
First Language		Parental Responsibility	Yes <input type="checkbox"/> No <input type="checkbox"/>
Working Parents Entitlement Code (if applicable)		Relationship to Child	

**IMPORTANT:** To claim the Working Parent Entitlement, your Eligibility Code **must** be approved by Childcare Choices the term prior to making your claim. Please see [Parent Agreement Form – Guidance](#) for further details.

**3. Two-Year-Old Funding for Disadvantaged Families:**  
If you are claiming Two-Year-Old Funding for Disadvantaged Families, please complete the following section. If you are claiming 3-4-year-old funding or Two-Year-Old Funding for Working Parents, please leave this section blank:

Eligibility Code	TYF881-
Eligibility Date	

I consent to my child's attainment data being shared with Essex County Council: Yes  No

**4a. Stretched Funding:**  
Funded Early Education Entitlement is offered during term time only, a total of 38 weeks per year. Some Providers will offer to "stretch" the funding allowing you to take fewer hours per week over more weeks per year. If you have agreed to stretch your funding with your Childcare Provider, please include a Stretched Offer Template to confirm the number of funded hours being used per week and include this when returning the PAF to your Childcare Provider.

I am stretching my funding and the hours in Section 4b are correct as per the Stretched Offer Template:	Yes <input type="checkbox"/>	No <input type="checkbox"/>
A Stretched Offer Template has been completed and included with my PAF:	Yes <input type="checkbox"/>	No <input type="checkbox"/>

This section needs to be completed ahead of each term with updated information based on what you plan to claim. **You will then need to keep this form safe** and return it to your provider before the start of the next term with the new term boxes filled in.

For the current term you are claiming for, please include each setting where you are using funded hours, and how you would like these to be split.

Term Dates

Summer Term- 1<sup>st</sup> May-31<sup>st</sup> August  
**(13 funded weeks)**

Autumn Term- 1<sup>st</sup> September to 31<sup>st</sup> December  
**(14 funded weeks)**

Spring Term- 1<sup>st</sup> January- 30<sup>th</sup> April  
**(11 funded weeks)**

**4b Attendance details:**

Please confirm how you will be taking up your FEEE below. If you share your funding between 2 Childcare Providers, please add the names of both settings and confirmation of the funded hours claimed at each. A PAF should be completed for BOTH Providers if shared. Please note 2-Year-Old-Funding for Disadvantaged Families cannot be shared and should be claimed at one setting only.

Term	Setting Name(s)	No. of Funded Hours per week		No. of Weeks	Total Hours	Parent Signature (or typed name if returned by email)	Date signed
		Universal	Extended				
Summer 2024	1						
	2						
Autumn 2024	1						
	2						
Spring 2025	1						
	2						

I understand that there may be an additional charge for consumables which will be detailed by my Childcare Provider in our Agreement – see [Parent Agreement Form - Guidance](#) for full details: Yes, I understand

We can only claim for the hours your child attends the setting, this is for a maximum of 10 hours a day.

Nursery day = 7 hours

Full Day = 9 Hours

Extended Day = 10 Hours

Universal and Extended Hours

Term after your child turns 9 months: You may be eligible for the working parents entitlement. This will mean you may get up to 15 hours of funded childcare. You can see if you are eligible by visiting this website: [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk) . If you are eligible you will receive a working parents entitlement code which you will need to include in section 2 of the parent agreement form. **The hours you are claiming will be recorded in the Extended hours column in section 4b.**

Term after your child turns 3: Your child will be eligible for up to 15 hours which is universal funding. You will not need to apply for this however a parent agreement form will still need to be completed. **These hours are filled in the universal column in section 4b of the parent agreement form.** You may also be eligible for the working parent entitlement for up to an additional 15 hours (up to 30 hours in total). Please see the website above to check if you are eligible. These additional hours are recorded the extended hours column in section 4b.

How to work out total hours:

Number of funded hours (Universal and Extended) Multiplied by the number of weeks in the term  
= Total hours

For example if your child attends 1 Full day a week in Summer term:

9 X 13 = 117 Total hours a term.

Early Years Pupil Premium (EYPP) is additional funding that may be available to the Nursery to support with your child's learning and development. Some of the criteria for this is:

- Income Support
- Income-based Jobseeker's Allowance
- Income-related Employment and Support Allowance
- Support under part VI of the Immigration and Asylum Act 1999
- The guaranteed element of State Pension Credit
- Child Tax Credit (provided they're not also entitled to Working Tax Credit and have an annual gross income of no more than £16,190)
- Working Tax Credit run-on, which is paid for four weeks after they stop qualifying for Working Tax Credit
- Universal Credit - your household income must be less than £7,400 a year after tax, not including any benefits you get

For more information please visit this website:

<https://www.essex.gov.uk/early-years-pupil-premium>

**If you believe you may be eligible for this please tick the relevant box in Section 6.**

**If you are not eligible this box in section 6 does not need to be ticked.**

**5. Early Years Pupil Premium:**

Early Years Pupil Premium (EYPP) is additional funding that may be available to your Childcare Provider to support with your child's learning and development. For details about the Eligibility Criteria for EYPP please speak to your Childcare Provider or go to: <https://www.essex.gov.uk/early-years-pupil-premium>.

An eligibility check for the economic criteria will be carried out using your surname, date of birth and national insurance number, provided in section 2 of this form. If you would not like your details to be checked, please do not tick the relevant box in section 6.

**6. Parent Declaration:**

You must agree to, and understand, the following Declaration before you are able to claim FEEE with the Childcare Provider named in section 1. Please review the below and mark the boxes to confirm you agree.

Please refer to the Essex County Council Privacy Notice to understand how your information will be used and shared ([Essex County Council's Privacy Policy](#))

I confirm that the funded hours confirmed in section 4b. are correct and will be claimed by the Childcare Provider(s) named.	I agree <input type="checkbox"/>
I understand that I cannot amend the number of Funded Hours claimed after Headcount Day (found in the <a href="#">Parent Agreement Form - Guidance</a> ).	I agree <input type="checkbox"/>
I understand that the funding is non-transferrable during the term. If I choose to move to another Childcare Provider during a term, they will be unable to claim the funded hours already committed to the first Provider and the hours will be chargeable.	I agree <input type="checkbox"/>
I agree to my details, provided in section 2, being used to check eligibility for Early Years Pupil Premium.	I agree <input type="checkbox"/>
I confirm that my child is <b>not</b> registered to attend a reception class in a state school.	I agree <input type="checkbox"/>
I have read and understood the <a href="#">Parent Agreement Form - Guidance</a> document.	I agree <input type="checkbox"/>
I understand and consent to the personal information I have provided on this form to be shared with local authority and Department for Education for the purpose of confirming my child's eligibility and enable this provider to claim the entitlement on behalf of my child.	I agree <input type="checkbox"/>
Authorised by Parent/Carer (PRINT NAME):	Date:
Signed (or state Returned by Email):	
Email Address (if returned electronically your email address will represent your signature and your declaration that the details on this form are correct):	
Provider Signature:	Date:

Please read through and check the statements in Section 6 before ticking that you agree.

Please include your email address if you are returning the parent agreement form by email.

For additional guidance from Essex County Council on how to fill out the parent agreement form please visit: <https://eycp.essex.gov.uk/funding/funded-early-education-entitlement/parent-carer-agreement-forms/>