

A Guide to
Universal
15 Hours Funding
Extended
30 Hour Funding
How to Claim
Funding Declaration Form



Stepping Stones Day Nursery & Pre School Okehampton
Registration Number EY 478044

OUR FUNDING DELIVERY

The funding has been quite tricky for us to integrate into our ethos. As a setting we have in the past been quite flexible on sessions and session changes and in most cases have been able to accommodate parents needs.

Sadly for us as a setting the government have tied our hands and set a fee that is simply unsustainable in its current format. Even the government have stated that ;

“ The funding is to cover the cost of delivering the free childcare, and is not intended to fund the cost of consumables (such as drinks, meals and nappies) or additional services (such as yoga, music lessons and trips). Providers are free to charge parents for such discretionary items provided they are not compulsory, but this cannot be a condition of taking up a place. The level of these fees is a matter between the provider and the parent, according to the Government.”

Many nursery settings have simply not offered the funding or have become unviable causing them to close as a consequence.

We are committed to trying to make it work long term and have made the difficult decision to change how we offer care to all children in receipt of funding simply to cover costs. The additional costs relating to minimum wages, pension contributions, business rates and more importantly dedicated loyal staff (many whom have degrees) mean we would not survive if we continued as we were.

We quite understand that this delivery model will not suit all parents. Over the next few pages there will be answers to the questions you may have and further explanation of the delivery of care from the age your child gets the **Universal** and **Extended** funding

We do hope you understand our situation and thank you for your continued support.

Clare, Chris and All the Team at Stepping Stones

FUNDING ENTITLEMENT SUMMARY



For families in **England**, receiving some forms of support with 2-year-old children.

- 15 hours of funded childcare over 38 weeks or
- 11 hours of funded childcare over 50 weeks



Universal Funding for **all families in England** with 3 and 4 year-old children.

- 15 hours of funded childcare a week over 38 weeks or
 - 11 hours over 50 weeks early education a week
- (Universal Funding is automatic you do not need to apply)**



Extended Funding for working families in **England** with 3 and 4-year-old children.

- An extra 15 hours a week of free childcare - so 30 in all
 - 30 hours of funded childcare a week over 38 weeks or
 - 22 hours of funded childcare a week over 50 weeks
- (Children who are 3 by the 31st August can apply now)**



Tax Free Childcare for working families, including the self-employed, in the UK with children under 12 (or under 17 if disabled)


- For every £8 you pay in, the government will add an extra £2, up to £2,000 per child.

In summary all children are entitled to **Universal Funding 15 hours** funded childcare. **Universal Funding** is not dependant on your financial or employment circumstances: This is available to all 3 & 4 year olds from the term after their 3rd birthday.

Extended Funding 30 hours funded child care from the term after their 3rd birthday. Working parents may be entitled to the **Extended Funding** if eligible you must apply for extended funding through childcare choices web site see next page.


In exceptional cases some parents may get funding from the term after their child's 2nd birthday **2 Year Old Funding** if you think you are entitled you can check your eligibility on the [devon.gov.uk](https://www.devon.gov.uk) website

APPLYING FOR FUNDING

①  The Smith family want to know if they are eligible of 30 hours funding


They look online for more information
<https://www.gov.uk/childcare-calculator>



③  They apply online
<https://www.childcarechoices.gov.uk>
You will need to confirm your identity


Once their identity is confirmed they can complete the application



⑤  They get a eligibility code “5000XXXXXXX”
They can also pay into a Tax Free Child care account

They take their code to the childcare provider along with their NI Code and complete a Parent Funding Declaration



⑦  The provider contacts the Local Authority to check the eligibility code

Every 3 months the Smith’s check eligibility through childcare choices service and renew their eligibility.



HOW CAN I USE MY FUNDING ?

There is a number of options for you when your child receives funding. The first choice is do you wish to attend all year 50 weeks or term time only 38 weeks?



If you attend all year it will reduce the amount of hours you can claim a week but you can claim them all year.

In both instances the total hours you can claim in an academic year September to August are the same.

You can claim from two settings, but again the total funding received must not exceed your yearly entitlement over the two settings.

15 Hours Universal Entitlement

Funding can be accessed 15 Hours a week over 38 weeks (Term Time Only) or 11 hours a week over 50 weeks (All Year) totalling 570 hours funding per academic year.

30 Hours Extended Entitlement

Funding can be accessed 30 Hours a week over 38 weeks (Term Time Only) or 22 hours a week over 50 weeks (All Year) totalling 1140 hours funding per academic year.

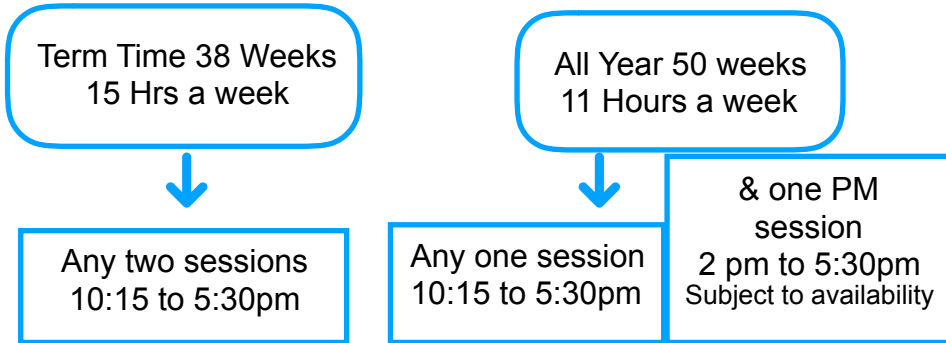
Dates you can start your funding

Child Born Between	Funded Session From
1st April & 31st August	1st September : Autumn Term
1st September & 31st December	1st January : Spring Term
1st January & 31st March	1st April : Summer Term

FUNDING AT STEPPING STONES

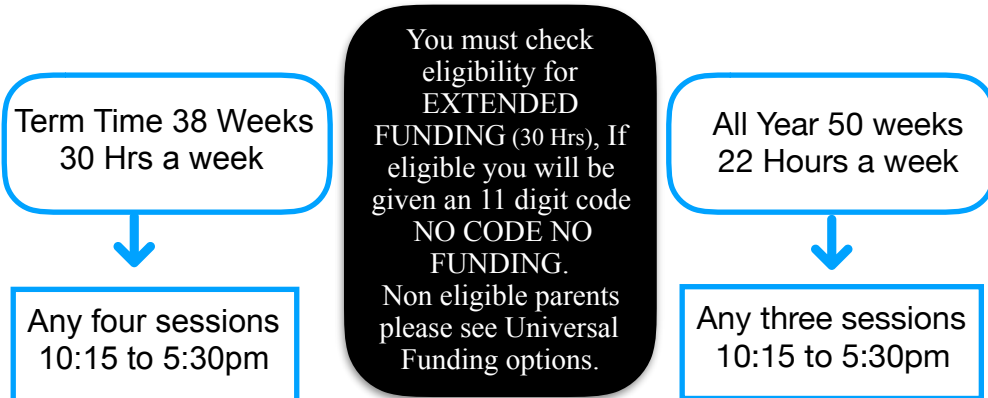
Universal Funding 15 Hrs

Entitlement up to 570 hrs funding a year either term time or all year.
Select an option below to choose which best suit your needs.



Extended Funding 30 hrs (working parents)

Entitlement up to 1040 hrs funding a year either term time or all year.
Select an option below to choose which best suit your needs.



Funded sessions 10:15am to 5:30 daily are offered 100% free (subject to availability) we do not offer free sessions that start before 10:15. We do have wrap around care to cover the rest of the hours not covered by the funding.

WRAP AROUND CARE BREAKFAST CLUB & EARLY & LATE SESSIONS

Breakfast Club 7:45 to 10:15, includes Breakfast consisting of selection of cereals, fruit, yogurt and toast (served up to 8:20), Morning and Afternoon snacks £18.00 per day.

Equivalent to £1.85 per hour (7:45 to 5:30 9.75 Hrs)

Early Starter Session 8:30 to 10:15, includes Morning and Afternoon Snacks £15.00 per day.

Equivalent to £1.66 per hour (8:30 to 5:30 9 Hrs)

Late Session 5:30 to 18:00 includes Afternoon Snacks / Tea & consumable £5.50 per day.

Equivalent to £1.09 per hour (10:15 to 18:00 7.75 Hrs)

Funding Session Fees above are applicable to all children on the days they are in receipt of funding. All other days are charged at our normal hourly rate as set on our price list, depending on hours attended daily. All children attending 40 hours plus are charged at £4.20 per hour as standard which includes lunch.

LUNCHES AND SNACKS

Where lunch / snack is provided during the free only sessions there will be a charge of £3.00 payable one week in advance.

Children attending wrap around sessions will be offered lunch at £2 giving parents the option to provide packed lunch should they wish to do so.

Healthy Pack lunches and snacks can be provided by the parent but must not contain chocolate, crisps or nuts.

A SIMPLE GUIDE TO FREE ENTITLEMENT

As a parent if you wish to access the free entitlement you may have to adjust the hours you attend to 10:15 to 17:30 (completely free) to use 7.5 hours of funding per session.

You can use your entitlement in one session (7.5 Hrs), two sessions (totalling 15 Hrs), three sessions (totalling 22.5) Hrs, or four sessions (totalling 30 Hrs) Monday to Friday. We will claim 7.5 hrs of funding for each session attended, giving parents a discretionary few minutes either side for drop off and collection.

Funded sessions 10:15 to 17:30 are completely free, however they do not include lunch or any consumables. You will need to ensure that your child arrives at nursery ready: spare clothes, nappies and wipes supplied and sun cream applied, when applicable. Failure to supply will mean sessions may be forfeited.

These sessions are offered termly only and are not guaranteed they

Where lunch / snack is provided there will be a charge of £3.00 per session, payable one week in advance. Healthy Pack lunches and snacks can be provided by the parent, but must not contain chocolate, crisps or nuts.

Sessions are offered 10:15 to 17:30, 7.5 Hrs daily term time 38 weeks or all year 50 weeks. Afternoon sessions 2pm to 5:30pm are only available to universal funded children who opt for 11 hours a week all year.

You are welcome to drop off and collect anytime in between these hours. However we will be claiming for the whole session.

We offer wrap around session for parents who require childcare before 10:15 and after 5:30

EXAMPLES OF WRAP AROUND CARE

For parents who require wrap around care sessions outside of the free entitlement we offer the following options.

Example 8:30 to 17:00, 8.5 hours a day

(£42.50 from the current price list), will be able to attend the Early Starter session 8:30 to 10:10 followed by the free session 10:15 to 17:30

Cost to the parent £15.00 attending 8:30 to 17:00, 8.5 hours a day

Example 8:00 to 17:00, 9 hours a day

(£40.50 from the current price list), will be able to attend the Breakfast Club session 7:45 to 10:10 followed by the free session 10:15 to 17:30.

Cost to the parent £21.00 attending 8:00 to 17:00, 9 hours a day

Example 8:30 to 18:00, 9.5 hours a day

(£42.50 from the current price list), will be able to attend the Early Starter session 8:30 to 10:10 followed by the free session 10:15 to 17:30 and the late session.

Cost to the parent £20.50 attending 8:30 to 18:00, 9.5 hours a day

FAQ

Q. Why is there a higher charge for lunch (£3) on the FREE sessions?

A The free session also includes a PM snack which this charge takes into account.

Q. My child attends full time, all year, how are the balance hours calculated?

A The best way to answer would be to work out your bill individually, but as an example: Any child attending more than 40 hours, (assuming a worst case scenario 7:45 -18:00 daily) which is 51.5 Hours @ £4.00 per hour the current weekly cost would be £207.00.

Taking into account the Free Funding the new weekly cost would be £155.76 fully Inclusive Further reduced to £124.31 if paid via Childcare Choices Tax Free Childcare.

	Start	Finish	BF 7:45 Start	Early 8:30 Start	EYF 10:15 - 17:30 Free Session	Late 17:30 to 18:00	Cost Total
Mon	7:45	18:00	£18.00	NA	10:15 - 17:30	£5.50	£23.50
Tue	7:45	18:00	£18.00	NA	10:15 - 17:30	£5.50	£23.50
Wed	7:45	18:00	£18.00	NA	10:15 - 17:30	£5.50	£23.50
Thur	7:45	18:00	10.15 Hrs @ 4.20				£42.63
Fri	7:45	18:00	10.15 Hrs @ 4.20				£42.63
Weekly charge taking into account the free funding.							£155.76

Q. Can I start at 8am on a day my child does not get funding ?

A. You can but morning sessions start at 7:45 or 8:30 on non funded days and include breakfast as standard, for all children who are in receipt of funding.



All our news letters are published on Tapestry
When did you last log in?

You can talk to your key worker at any time

You can get a further 20% off your invoice by
paying through the Tax Free Child Care Choices

Tapestry is a Learning Journal of your child's
achievements and can be downloaded as a book at
the end of your child's time at Stepping Stones

You can stay and play at any time

By using the App we get your messages and
you may get a response quicker.



We do not open on Bank Holidays



You are welcome to speak to your child's key
worker at any time you wish.

Stepping Stones Current Fees List for Non Funded Days

All fees include morning and afternoon snack, for children over 12 months.
Where lunch is provided there will be an additional charge of £2.00 per day.

Standard Sessions Fees per Day			Full Time Rate £185 per week up to 45 Hrs inclusive of lunch Full Time Rate available to all children / families attending 40 hours up to 45 hours inclusive Full time rate equivalent £4.11 per hour 45 Hrs (Example 5 x 9hr days 45 Hrs) £185 Inc (Example 5 x 8hr days 40 Hrs) £185 Inc (Example 4 x 10hr days 40 Hrs) £185 Inc
Hours	Rate	Session	
9 +	4.70	£42.30	
8	5.20	£41.60	
7	5.40	£37.80	
6	5.60	£33.60	
5	5.80	£29.00	
4	6.50	£26.00	

Minimum contract policy 8 hrs per week and minimum session policy of 4 hrs

Children attending all year are entitled to two weeks holiday per year, which is deducted automatically during two five week months in the year approximately April and Nov. Term Time only children available to over 3 years only, are not eligible to holiday. Sibling discounts of 10% will only apply to the eldest child attending.

Your child must start either 7:45 or 8:30 from the age of funding unless opting for the free sessions which have a 10:15 start, your finish time can be any time to suit your needs sessions must be a minimum of 4 hours as per our contracts

SSDN reserve the right to vary fees & hours according to the needs of the Nursery.

Did you know if you message on the app messages go direct to the team leaders, you are likely to get a quicker response as the office Email is not always monitored.

Have you got the Stepping Stones App

Tell us if you're not in - Request additional hours - Tell us if you're running late

Instant Messaging

Change Days

Waiting List

Give Notice

Our Policies

Newsletters

Home Learning

School Enrolment

Diary / Term Dates

Web Links

Search: STEPPING STONES NURSERY and look for our Little Minds Big Ideas Logo. Download, make sure you allow NOTIFICATIONS & REGISTER and you're done!

All our responses to your messages go direct to your Email please make sure we are not in your spam.

The app enables parents to keep updated with News and Information about nursery as well as allow parents and carers to easily contact us.

Tell us if you're not in - Request additional hours
Tell us if you're running late

Our Email admin@ssdn.info only goes to the office by using the app your message goes direct to all the team leaders.

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