



A Guide to

15 Hours Universal Funding
30 Hour Extended Funding

15 Hours Working Parents Funding

From April 2024 & September 24/25 30 hrs

How to Claim

This PDF is also available on
Tapestry via a browser
and our website.

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.”

Many nursery settings have simply not offered the funding or have become unviable causing them too 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 do message any time if you have any questions. The Parent Connect App is always best.

The Team at Stepping Stones

Implementation of funding time line

ages
3-4

Available Now for all 3yr olds the term after the 3rd Birthday	
15 Hrs for 38 weeks	Two 7.5 hours sessions a week Term Time Only (38 weeks)
Extended 22 / 30 Hrs Working Families Only 500 CODE NEEDED	
22 Hrs all year	Three 7.5 sessions per week all year (Stretched Offer)
30 Hrs for 38 weeks Term Time Only	Four 7.5 hours sessions Term Time Only (38 weeks)

Age
2

Apr 24	Working Families Children 2 years old from the term after the 2nd birthday	
	Working Families	500 Code will be required
	15 Hrs for 38 weeks Term Time Only	Two 7.5 hours sessions a week Term Time Only (38 weeks)

Age
9-23
months

Sept 24	Working Families Children 9Mths old the term after the date they turn 9mths	
	Working Families	500 Code will be required
	15 Hrs for 38 weeks	Two 7.5 hours sessions a week Term Time Only (38 weeks)

Age
9-23
months

Sept 25	All Children from the term after the 9mth age date	
All Families		
	15 Hrs for 38 weeks	Two 7.5 hours sessions a week Term Time Only (38 weeks)
Working Families		
	22 Hrs all year	Three 7.5 sessions per week all year (Stretched Offer)
	30 Hrs for 38 weeks	Four 7.5 hours sessions Term Time Only (38 weeks)

April 2024, eligible **working parents** of 2-year-olds will be able to access 15 hours childcare support for **38** weeks a year

September 2024, 15 hours childcare support will be extended to eligible **working parents** of children from the age of 9 months **38** weeks a year

From **September 2025**, eligible working parents of all children under the age of 5 will be entitled to 30 hours of childcare over 38 weeks a year

Like the existing offer, depending on your provider, these hours can be used over 38 weeks of the year (during school term time), or up to 50 weeks if they allow 11 hrs a week.

Dates you can start your funding	
Child reaches 9 mths 2 or 3 years of age 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

Up to
£2,000
per child*

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.

Up to
£2,000
per child*

<https://www.childcarechoices.gov.uk>

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>



2

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



4

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



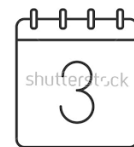
6

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.



8

You can get a further 20% off your invoice by paying through the Tax Free Child Care Choices
<https://www.childcarechoices.gov.uk>

You must check eligibility for EXTENDED FUNDING (30 Hrs).
If eligible you will be given an 11 digit code

NO CODE, NO EXTENDED FUNDING.

HOW YOU CAN USE YOUR FUNDING WILL BE DEPENDANT ON HOW YOUR SETTINGS FUNDING DELIVERY



Generally you can use your hours term time 38 weeks or all year 51 weeks. If you attend all year, it will reduce the amount of hours.

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. Total hours available are 570 or 1140 for universal and extended funding respectively.

FUNDING OPTIONS at STEPPING STONES

It is important to note that sessions at Stepping Stones are **ALL YEAR** until the term after the Child's 3rd Birthday. At present we are not able to offer TERM TIME only spaces before this time due to the need to ensure full time employment and job security for our team. See also contract minimum below.

As a parent if you wish to access the funded entitlement at Stepping Stones you may have to adjust the hours you attend. We only offer funded sessions between the hours of 9:15 to 16:30, 9:30 to 16:45, 9:45 to 5:00 daily and use up 7.5 hours of your child's entitlement.

We will claim 7.5 hrs of funding for each session attended, giving parents a discretionary 7.5 minutes either side for drop off and collection.

Our contract policy using funding is two 7.5 hr sessions per week available 9:15/30 to 16:30/45 or 9:45 to 5:00 funded only sessions fee.*1

Minimum contract standard session (NON FUNDED HOURS) 2 x 6 Hr sessions per week

All funded sessions have a consumables fee of £15 per session

Equivalent of £2 per hour inclusive of snacks lunch & consumables
Reducing to £1.80 per hr with TAX FREE CARE

Consumables charge is waived for parents / carers in receipt of the Early Years Pupil Premium (EYPP).



You can get a further 20% off your invoice by paying through the Tax Free Child Care Choices
<https://www.childcarechoices.gov.uk>



2Yr funding 15 Hrs per week when applicable see timeline page 3

Term Time 38 Weeks
15 Hrs weekly any two sessions
Consumables fee £15 per session *1

Daily sessions available
9:15/30 to 16:30/45
9:45 to 5:00

Wrap around care available to all children who need to start before or finish later than funded Session times.

Breakfast club 8:00
Early starter 8:30
Late until 5:45/6

Non Term Time usually 11 weeks
Sessions to suit minimum 6 hr sessions
Charged at current fees list per hour

Extended Funding 22 hrs per week (with a 500 code)

Daily sessions available
9:15/30 to 16:30/45
9:45 to 5:00

22 Hrs a week any three sessions
Consumables fee £15 per session *1
All Year 51 weeks

See wrap around care options.

We only charge for one or other not both, in regards to wrap around care early starter, breakfast, late session or consumables. Never a combination.

Children must attend all year until the 3Yr funding starts after which attendance can be Term Time 38 weeks see below options

3Yr Funding 15/ 22 /30 Hrs per week when applicable see timeline page 3

15 Hrs per week Term Time Only

Term Time 38 Weeks
15 Hrs weekly any two sessions
Consumables fee £15 per session *1

Daily sessions available
9:15/30 to 16:30/45
9:45 to 5:00

Wrap around care available to all children who need to start before or finish later than funded Session times.

Breakfast club 8:00
Early starter 8:30
Late until 5:45/6

30 Hrs per week Term Time Only (with a 500 code)

Term Time 38 Weeks
30 Hrs any four sessions
Consumables fee £15 per session *1
All Year 51 weeks

Daily sessions available
9:15/30 to 16:30/45
9:45 to 5:00

See wrap around care options.

We only charge for one or other not both, in regards to wrap around care early starter, breakfast, late session or consumables. Never a combination.

Extended Funding 22 hrs per week (with a 500 code)

All Year 51 weeks
22 Hours over 3 sessions weekly
Consumables fee £15 per session *1

Daily sessions available
9:15/30 to 16:30/45
9:45 to 5:00

9 Month old Funding 15 /30Hrs when applicable see timeline page 3

15 Hrs per week available for 38 weeks

Term Time 38 Weeks
15 Hrs weekly any two sessions
Consumables fee £15 per session *1

Daily sessions available
9:15/30 to 16:30/45
9:45 to 5:00

Wrap around care available to all children who need to start before or finish later than funded Session times.

Breakfast club 8:00 £20
Early starter 8:30 £18
Late until 5:45/6 £15.00

Remaining 11 weeks charged as per fees list 49 weeks in total 52 weeks less 2 weeks holiday & xmas closure

All Children must attend all year until the term after their 3rd birthday this is to help with continuity, consistency, familiarity and build strong relationships. In addition provide job security to team members

Funded example attendance on minimum hours attending all year

			Weekly	£ Per Year	Average	Monthly
38 Weeks @	Mon	9:15 to 4:30	£15.00	1140	£1140 + £1254 Total £2394 Per Year	12 Monthly Average Cost £199.50
	Thur	9:15 to 4:30	£15.00			
	Weekly Cost		£30.00			
Fees quoted are before TAX FREE CARE Which will save a further 20% on all fees for working parents					Average Cost over 49 weeks £48.85 PW	
					- TAX FREE CARE- £39.10 PW	-TAX FREE CARE- £159.52
11 weeks	Mon	9:30 to 3:30	£57.00	1254	Costing an average of £2.60 per hour INC with TAX FREE CARE	
Min Hours	Thur	9:30 to 3:30	£57.00			
	Weekly Cost		£114.00			

What we charge for

Funded only sessions 9:30 to 16:45, 9:45 to 5:00 daily are offered **subject to a consumables cost and availability** we do not offer funded sessions that start before 9:15am or finish later than 17:00pm.

The Early Years Entitlement funding is intended to deliver, high quality, flexible childcare. It is not intended to pay for the costs of meals, drinks, snacks, other consumables, or additional activities.

Consumables charge for funded only sessions.

The charge is intended to contribute towards the cost of items not covered by the funding, including all meals, drinks and snacks. See consumables page.

The consumables fee is NOT a voluntary payment as it is not possible to attend and NOT access the services we provide this fee is payable in all cases.

HOWEVER as per guidelines this charge is waived for parents / carers in receipt of the Early Years Pupil Premium (EYPP).

We do not allow funded parents / carers to bring in their own food and drink for their children except where we are unable to cater for severe diagnosed allergies. The policy helps us combat food inequality, promote communal, healthy eating and enables us to embed mealtimes within the wider curriculum (where children learn about specific foodstuffs and then eat them). We do not reduce fees where a funded child ops for a packed lunch.

Remember consumables charges can be paid through Tax-Free Childcare, thus having the benefit of a further 20% reduction.

Children attending:- Consumables fee from Sept 2023

£15 per session to include lunch (£12.00 if paid via Tax free care)

For a of Consumables all of which are not covered by the funding please see Tapestry Newsletters (Consumables)

Consumables charges apply to all sessions irrespective of attendance.

**Please note we claim 7.5 hours per funded session 9:15 to 4:30
9:30 to 4:45 and 9:45 to 17:00 sessions are 7hrs and 15 minutes long.
To ensure all children access the full entitlement we allow a
7minutes either side for discretionary drop off and collection to
ensure all child have the opportunity to the full 7.5 hours**

WRAP AROUND CARE BREAKFAST CLUB & EARLY & LATE SESSIONS

Breakfast Club 7:45 to 17:00, includes **Breakfast** consisting of selection of cereals, fruit, yogurt and toast (**served up to 8:20**), AM / PM snacks inc £20.00 per day. (Funded session 9:15 to 4.30 = 7.5 hrs used)

Equivalent to £2.22 per hour (8:00 to 17.00 9 Hrs)

Early Starter Session 8:30 to 17:00, AM / PM snacks inc £18.00 per day. (Funded session 9:30 to 4.45 = 7.5 hrs used)

Equivalent to £2.11 per hour (8:30 to 5:30 8:30 Hrs)

Late Session 9:45 to 17:45 includes Afternoon Snacks / Tea & consumable £15.00 per day. (Funded session 9:45 to 5:00 = 7.5 hrs used)

Equivalent to £1.25 per hour (9:45 to 17:45 8 Hrs)

Wrap around 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 their hourly rate to include lunches on all days.

EXAMPLES OF WRAP AROUND CARE

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

Children will be able to attend the Early Starter session 8:30 followed by the funded session until to 17:00

Cost to the parent is Early Fee plus lunch attending 8:30 to 17:00, 8.5 hours a day

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

Children will be able to attend the Breakfast Club session 7:45 followed by the funded session until 17:00

Cost to the parent is Breakfast Club plus lunch attending 8:00 to 17:00, 9 hours a day

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

Children will be able to attend the Early Starter session (£18) 8:30 to followed by the funded session until 17:00. The last hour will only be charged at the hourly rate not the late session charge.

Where children attend either end of the day for both early session and late sessions wrap around fees are only charged once with the balance at the hourly rate see examples below.

8:00 to 17:45	Breakfast Club Fee + Lunch	Funded Session	17:00 to 17:45 Hourly fee only
8:30 to 18:00	Early Starter Fee Plus Lunch	Funded Session	17:00 to 18:00 Hourly fee only

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

A. You can! All morning sessions start at 8:00 or 8:30, the breakfast session includes breakfast as standard on non funded days at no extra cost.

CONSUMABLES to include but not limited to :-

Lunch - Morning Snack - Afternoon Tea - Toilet Rolls - Paper towels - Washing Powder - Sterilising tablets.

Soap - Sun cream - Fairy Liquid - Nappies - Wet wipes - Gloves - Aprons - Nappy Sacks - Hand Gel _ Flour - Cooking Oil - Salt - Pasta - Rice - Cornflour - Glue / Glue sticks - Paint - Felt tips / crayons / pencils/ chalks / stampers - Staples - Sand - Compost - Jellibaf -Seeds for planting - Bubbles _ Paper / card / Felt / Foam / - Sequins / glitter / collage shapes / Wool / string / pipe cleaners / lolly sticks _ Woodwork materials - Sellotape / masking tape - Batteries - Cooking Ingredients.

Yoga - Magic Shows - Father Christmas - Elves Workshop / Nativity - Graduation Party - Christmas Party - Okehampton Show weather permitting- Parent Evening Events - Tapestry - Christmas Gifts - Stickers - Prizes.
Electric and Gas, Rent Rates and Water

Ongoing Training Costs First Aid and Staff Development

Non of the above resources are covered by the rate paid by Devon County Council currently Devon County Current Rates

FUNDING DECLARATION FORMS
are all on the SSDN Connect APP

APP > Content > Funding Forms > Funding declaration

NO FORM NO FUNDING

Stepping Stones reserve the right to vary wrap around fees to ensure the viability of the nursery.



We do not
open on Bank
Holidays

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

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

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

All our news letters are published on Tapestry and the Connect APP

When did you last log in?