



## Free Entitlement for 3 and 4 Year Olds

### **Universal Free Entitlement**

All 3 and 4 year olds are entitled to 570 hours of free childcare per year, funded by the government. This is referred to as Universal Free Entitlement. You may have heard this referred to as "15 hours" as nurseries which only operate during term time offer 15 hours per week. As we are open during the school holidays as well, we have stretched this free entitlement over 45 weeks of the year. This equates to 12.5 hours per week. Details of the 45 funded weeks will be sent out in our newsletter each term.

You can start claiming free entitlement for your child in the term following their 3<sup>rd</sup> birthday.

Child's birthday	Child becomes eligible	Headcount Week
1 <sup>st</sup> April - 31 <sup>st</sup> August	1st September following 3 <sup>rd</sup> birthday	15 <sup>th</sup> September 2018
1 <sup>st</sup> September -31 <sup>st</sup> December	1st January following 3 <sup>rd</sup> birthday	19 <sup>th</sup> January 2019
1 <sup>st</sup> January - 31 <sup>st</sup> March	1 <sup>st</sup> April following 3 <sup>rd</sup> birthday	27 <sup>th</sup> April 2019

Children must have started attending their sessions by the headcount week in order to receive the free entitlement for that term. In exceptional circumstances, claims for Free Entitlement after the headcount may be accepted if approved by the Local Authority.

### **Extended Free Entitlement**

The government has doubled the amount of free entitlement available to working parents to 1140 hours per year. This has been referred to as "30 hours" by nurseries which only operate during term time. We have decided to stretch this extended free entitlement over 50 weeks of the year which means parents can access 22.5 hours per week.

The extended free entitlement is available for working parents who satisfy the following criteria:

- Both parents must be working - or the sole parent is working in a lone parent family
- Each parent earns, on average, a weekly minimum equivalent to 16 hours at National Minimum Wage or National Living Wage
- Each parent must have an annual income of less than £100,000

You can start claiming your free entitlement for your child in the term following their 3<sup>rd</sup> birthday (see above for details) and the same rules apply in relation to the headcount day.

To check your eligibility and to register please visit [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk) where you will be provided with a unique code. Please be aware that you will need to reconfirm your eligibility for the extended free entitlement every three months. If you do become ineligible, there is a short grace period until the end of term where you will still receive the free entitlement.

### **Additional Charges for the Extended Free Entitlement**

The free entitlement only covers the cost of childcare and does not cover the cost of meals, snacks and extras such as toiletries, nursery consumables, excursions etc. The additional charges for each session are listed below.

#### **Morning sessions**

	<b>Start time 8am (includes breakfast)</b>	<b>Start time 8:30</b>	<b>Start time 9am</b>
<b>Finish time 12pm</b>	£5.15	£3.85	£3.85
<b>Finish time 1pm (includes lunch)</b>	£10.25	£8.95	£8.95

#### **Afternoon sessions**

	<b>Start time 12pm (includes lunch)</b>	<b>Start time 1pm</b>
<b>Finish time 4pm</b>	£8.95	£3.85
<b>Finish time 6pm (includes tea)</b>	£12.90	£8.85

## Day sessions

	<b>Start time 8am (includes Breakfast)</b>	<b>Start time 8:30</b>	<b>Start time 9am</b>
<b>Finish time 3:30 (includes lunch)</b>	£13.30	£12	£12
<b>Finish time 5pm (includes lunch and tea)</b>	£13.80	£13.80	£13.80
<b>Finish time 6pm (includes lunch and tea)</b>	£13.80	£13.80	£13.80

## Additional hour charges

The extended free entitlement hours can be taken from 8am until 6pm. Any hours taken above the 12.5 or 22.5 hours free entitlement will be charged at £4.42 an hour (to the nearest half hour). During non-funded periods for parents using the universal free entitlement, our standard fees will apply.

The costs above apply to your pre-booked sessions only. Any ad hoc, extra bookings will be charged at our standard rates.

## Stand Alone Free Entitlement Sessions

We have a limited number of stand-alone sessions available for parents entitled to the universal free entitlement. These can be taken from 1pm to 3:30pm and have no charge to parents.

## Flexible Session Times

We offer a wide range of full day sessions, so if you require a pattern which is not listed, please ask. We offer start times every half hour between 7:30am and 9am and finish times every half hour between 3:30pm and 6pm

## Full Time Discounts

Any children attending for 40 or more hours per week will have a 10% discount applied to their bill.

## Early Opening

We open at 7:30 am and the charge for the half hour before 8am is £3.15

### **Meal Times**

Breakfast is served between 7:30am and 8:30am, Lunch is served between 12pm and 1pm and Tea is served between 4:30pm and 5pm. If children are pre-booked for sessions covering these times, they will receive the meals at no extra cost. Children taking meal times as extra sessions, will be charged at the standard rate.

### **Using the Extended Free Entitlement at more than one setting**

Parents can choose to split their free entitlement between a maximum of two settings who are registered to receive the funding. Priority for places will be given to parents who wish to utilise all of their free entitlement at Loveders.

### **Notice Period**

We require one month's notice period for any reduction or termination of sessions.