BROMLEY EARLY YEARS PARENT CONTRACT

This form must be completed **before** your child can access Funded Entitlement for 2, 3 & 4 year olds - 30 Hours Funded Childcare, Disability Access Fund or Early Years Pupil Premium for 3 & 4 year olds

Bromley
THE LONDON BOROUGH
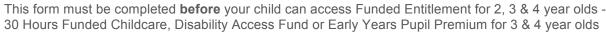www.bromley.gov.uk

All Early Years Providers are required by law to keep a record of children's details who are claiming the Funded Entitlement. Completing this form and showing a copy of your child's birth certificate is a condition of your child

All Early Years Providers are required by law to keep a record of children's details who are claiming the Free Entitlement. Completing this form and showing a copy of your child's birth certificate is a condition of your child receiving funding with this provider. You must also show the provider your child's birth certificate as confirmation of your child's legal name and date of birth. Parent Contracts must be kept for 7 years and made available for audit purposes. Please complete this form in BLOCK CAPITALS to claim the funding with this provider.

| Date of Birth | / | / | Gender | Home Address: |

Childs Details (as on the birth certificate)

| Legal First Names | | Home address: |
Date of Birth: Gender: M / F

| Legal Surname | | Post code |
Legal First Name:

| Preferred Surname | | Ethnicity Postcode |
Legal Surname:

Child Data Collection This information is a statutory requirement from the Department of Education (DfE) and

Free Entitlement Hours

Iam2 – Eligible 2 year old are entitled to a maximum of 15 hours per week which is 570 funded hours over the year – to check eligibility apply online www.bromley.gov.uk/iam2

Universal 15 hours – All children are entitled to a maximum of 15 hours per week which is 570 funded hours over the year.

Extended Entitlement (30 hours) – If you have applied and meet the eligibility criteria for 30 hours funded childcare your child is entitled to a maximum of 30 hours per week or 1140 over the year. Speak to your provider how this funding will be offered.

| Tick if this parent applied for 30 hours | | | Tick if this parent applied for 30 hours | |
Provider Name: Provider Postcode:

| Title | First Name | | Title | First Name |
Funding Start Date: /

| Surname | | | Surname | |

Iam2 / Universal I confirm my child is attending ____ hours per week and ____ hours are completely free.

| Email | | | Email | |

Extended I confirm my child is attending ____ hours per week and ____ hours are completely free.
| Mobile Number | | | Mobile Number | |

| National Insurance Number or NASS | | | National Insurance Number or NASS | |
If your child attends another provider (even if you are not claiming funding) please complete this

| Date of birth* | / | / | Date of birth* | / | / |
My child also attends:

* This information will be used to access additional benefits such as Iam2, 30 Hours Funded Childcare, Early Years Pupil Premium (EYPP) and Free School Meals (FSM). It is optional but providers need these details to check for Iam2 or 30 hours and cannot offer a place without confirming eligibility.

My child also attends: ____ hours each week.

Iam2 ref: **Funded Entitlement Hours** EYPP ref:

Iam2 – Eligible 2 year olds are entitled to a maximum of 15 hours per week which is 570 funded hours over the year.

Universal 15 hours – All 3 & 4 year olds are entitled to a maximum of 15 hours per week which is 570 funded hours over the year. SEN

30 hours **Extended Entitlement (30 hours)** If you applied and meet the eligibility criteria your child entitled to a maximum of 30 hours per week or a maximum of 1140 hours stretched over the year. Speak to your provider about how this funding will be offered.

| Funding | / | / | Provider Name | |

Parent / Carer details (Person with Legal responsibility for the child)

| Provider Address | First Name | | Title | First Name |
Title

| Surname | | | Surname | |

| **Total booked hours per week** This is the total number of hours that your child attends this setting | Hours .... | **Funded Hours are offered**: Term time only / Stretched over .... weeks Delete as appropriate and add the number of weeks over which you offer the stretched funding |
Email Email

| **Two Year Old Funding** (max 15 hours) I confirm my child is claiming | Hours .... | Golden Ticket number |
Mobile Number Mobile Number

| **Universal Funding** (max 15 hours) I confirm my child is claiming | Hours .... | |
*This information will be used to access additional benefits such as Iam2, 30 Hours Funded Childcare, Early Years Pupil Premium (EYPP) and Free School Meals (FSM). It optional but providers need these details to check for 30 hours and cannot offer a place without confirming eligibility.

| **Extended Entitlement** (max 15 hours) I confirm my child is claiming | Hours .... | HMRC code: National Insurance Number* or NASS |
National Insurance Number* or NASS

Date of birth* Date of birth*

Important - Data Protection Consent

Your signature on this form is your explicit consent for the Early Years Provider and Local Authority to process personal data relating to you and your child in accordance with the Data Protection Act and UK General Data Protection Regulation. The information given will be entered onto a computer database and held by the London Borough of Bromley. Personal data will only be shared as is necessary and always in a fair and lawful manner.

The personal data and information provided will be shared with other agencies as per the above statement and any Privacy Notice supplied by your provider and only kept for as long as necessary.

For more details - **www.bromley.gov.uk/PupilPrivacyNotice**

Disability Access Fund for DLA Children

3 and 4 year olds claiming their funded entitlement and who are in receipt of Disability Living Allowance (DLA) will be eligible for the Disability Access Fund (DAF). This is paid directly to this provider as a fixed rate of £615 per year to help them make reasonable adjustments to their settings and/or helping with building capacity (it can be used for your child or can benefit the whole setting).

☐ Yes my child is in receipt of DLA and I would like **this provider** to claim the DAF.
   Please include a copy of the DWP letter

2 ,3 & 4 Year Old Funding, 30 Hours and EYPP

By giving your National Insurance details you agree that your provider can check eligibility for Iam2, 30 Hours Funded Childcare and EYPP. More details can be found at: **www.bromley.gov.uk/childcare** and **www.bromley.gov.uk/eypp**

Notice to Leave

You are not obliged to give notice for the funded hours, however, we respectfully ask that you give as much notice as possible whilst also paying due regard to the provider's notice period for non-funded hours.

Declaration –

- I declare my child **does / does not** (delete as appropriate) attend another setting. If your child attends another setting, please state the name and the number of funded hours they access:

Provider		Hours	

- I declare the information I have supplied is correct to the best of my knowledge at the time of completion
- I agree to notify the Early Years Provider of any changes in my child's circumstances
- I understand I can claim a maximum of 570 hours Funded Entitlement in a year or 1140 hours if I meet the eligibility criteria and have supplied the provider with the Eligibility Code
- I understand my child could lose their Funded Entitlement if they do not attend regularly without a reason for their absence
- I declare that my child receives no funded education other than stated above (this includes school)
- I agree that this provider can contact my previous or other providers (if this applies)
- I will endeavour to give as much notice as possible for the funded hours

Parent	**Provider –** once signed give a copy to the parents
Print Name:	Print Name:
Signed:	Signed:
Date:	Date:
Office use only	
Birth Certificate/Passport seen **Yes** / No	A copy of this contract has been given to parent/carer **Yes** / No

Amendments to the number of funded hours during the year							
Date affective from:	Booked hours	Funded Hours			Provider Signature	Parent Signature	Date
		Iam2	Universal	Extended			