**Free Childcare Entitlement**

Each child over the age of 3 years is entitled to up to 15 hours of free childcare a week up to 38 weeks a year.

For some children this can then be increased to 30 hours by the Government for eligible working parents. There are certain requirements you need to meet in order to be eligible. Both parents have to be working unless in a sole parent family then the lone parent must be working. Each parent needs to earn on average an equivalent to 16 hours a week at the national minimum wage or national living wage but it needs to be less than £100,000 per year.

Your child will become eligible for funding the term after their 3rd birthday. This means that, if they were born between:

* 1 January – 31 March they will be eligible from the 1st April (Summer term)
* 1 April – 31 August they will be eligible from the 1st September (Autumn term)
* 1 September – 31 December will be eligible from the 1st January (Spring Term)

You can check if you are eligible or apply for the 30 hours free childcare entitlement by checking on [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk). This will be checked by HMRC and based on the actual income you have earnt. If you are eligible, the website will give you an 11 digit code which you will need to provide us with, along with your national insurance number and your child’s birth certificate; we will then input it into the Government’s eligibility checking system and we can check the code is valid. However, you will receive a reminder every 3 months to reconfirm your eligibility ready for the next term. You must have the eligibility code before the start of term otherwise you will not be able to access the funding until the following term.

The childcare entitlement is free however we can offer additional services such as providing meals; we will make sure that you are aware of this. We will also charge for any unfunded hours in which the child attends. You can also split your funding between us and another settling but you will need to let us know to ensure neither settling is claiming more than 10 hours in a day.