

Parent Early Education Agreement Form 2021 - 22 for PVIs, childminders and academies

This form provides the agreement between the parent / carer and provider as to how the named child will take up their Early Education entitlement in Merton

Section 1 – Details

This section must be completed in full

Provider name							
Parent / carer legal first name							
Parent / carer legal surname							
Phone number				Email			
Child's first name(s)							
Child's last name							
Child's full address						Child's postcode	
Child's gender	Male	Child's date of birth	DD / MM / YYYY	The provider named above has seen evidence of this child's date of birth, such as their birth certificate or passport			YES
	Female						
Child's Ethnicity <i>select one - as identified by the parent</i>	White - British	White - Irish	Traveller of Irish heritage	Any other white background	Gypsy / Roma	White and Black Caribbean	Not Obtained
	White and Black African	White and Asian	Any other mixed background	Indian	Pakistani	Bangladeshi	Refused
	Any other Asian background	Black Caribbean	Black - African	Any other Black background	Chinese	Any other ethnic group	
Language spoken at home							

Section 2 - Early Education Hours (complete as applicable)

My child will take up their entitlement term-time only			
My child will take-up their entitlement over more than 38 weeks		Over how many weeks?	

Parents should only sign and agree one funding period/term at a time. This will give you the flexibility to change or alter how your child takes up their entitlement after each funding period. Please complete the number of funded hours your child attends each day.

Period 1 or Summer Term – 1 April – 31 Aug									
Entitlement	Start Date	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Parent Signature
2-year-old									
3 & 4-year-old Universal									
3 & 4-year-old Extended									
Period 2 or Autumn Term – 1 Sept – 31 Dec									
Entitlement	Start Date	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Parent Signature
2-year-old									
3 & 4-year-old Universal									
3 & 4-year-old Extended									
Period 3 or Spring Term – 1 Jan – 31 March									
Entitlement	Start Date	Mon	Tue	Wed	Thur	Fri	Sat	Sun	Parent Signature
2-year-old									
3 & 4-year-old Universal									
3 & 4-year-old Extended									

If your child is taking up their entitlements with more than one provider (for example, taking a 15 hour universal place in a school nursery class, or splitting the number of hours between two providers) the table below must be completed.

Entitlement	Name of Provider / School	Number of hours per week
2-year-olds entitlement		
3 & 4-year-olds (15 hours) universal entitlement		
3 & 4-Year-olds (30 hours) extended entitlement		

Section 3 - Additional funding (if not applicable, go to Section 4)

Disability Access Fund (DAF) <i>Please attach supporting evidence</i>	
<p>If your child receives Disability Living Allowance (DLA), your provider can claim an additional £615 Disability Access Funding (DAF) to support your child. Please note: DAF funding can only be claimed once in any 12 month period. It cannot be split or claimed by multiple providers / schools. If your child changes provider after DAF has been claimed, the new provider will not be able to claim DAF for your child until the anniversary of the first payment.</p>	
<p>I have read and understood the above statement and give permission for the childcare provider named in Section 1 to claim the Disability Access Fund for my child for the next 12-months.</p>	<p>Please tick</p> <input type="checkbox"/>
<p>Parent / carer signature</p>	
Early Years Pupil Premium (EYPP) <i>Please attach supporting evidence</i>	
<p>EYPP is additional funding provided to childcare providers for children living in households in receipt of certain benefits. This funding is to help improve and enhance the quality of the Early Education provided and to support your child in meeting their learning potential.</p>	
<p>Parent / Carer's Full Legal Name (if different from section 1)</p>	
<p>Parent / Carer's National Insurance Number</p>	
<p>Parent / Carer's date of birth</p>	<p>DD / MM / YYYY</p>
<p>Adoption / special guardianship order/child arrangement order</p>	
<p>Looked After by the Local Authority</p>	

Section 4 - Parent / Carer Declaration

Please read and then tick and sign to show that you agree to each of these terms and conditions:

I agree to the following terms and conditions	
I can confirm that my child is only accessing their Early Education entitlement(s) at the provider(s) detailed on this form. If my child attends a nursery class, this is detailed in Section 2 of this form, as are any and all other providers where my child takes up their entitlement(s)	
I confirm that this is the first time my child is taking up their entitlement(s) this term and that my child has not been in receipt of early education in another borough	
I understand that the provider will deliver Early Education on the days and hours agreed in Section 2 without any charge but that they will charge me, at the provider's published rates, for any additional hours or services over and above the Early Education hours that my child receives.	
<p>I understand that I have signed and agreed to how my child will be taking up their early education for the agreed funding period which are:</p> <ul style="list-style-type: none"> • Summer - 1 April – 31 Aug • Autumn - 1 Sept – 31 Dec • Spring - 1 Jan – 31 Mar <p>I understand that once I have agreed I cannot transfer any or all of my child's early education to another provider or increase/decrease my child's entitlement hours part way through a funding period unless I show evidence to the LA of exceptional circumstances.</p>	
I understand that if I should remove my child from their place prior to the date in each funding period when the provider submits their claim, the provider can charge me for the full cost of my child's place.	
I understand that my child's attendance should be regular, that I will inform the provider of my child's absence and that long periods of absence will result in the withdrawal of funding for my child. I understand that information will be shared with relevant agencies if there are concerns about my child's non-attendance in relation to safeguarding.	
I can confirm that I have read and understood the settings Privacy Notice.	

Parent / Carer Declaration			
<ul style="list-style-type: none"> • I confirm that the details I have provided are accurate and true. • I give permission for London Borough of Merton and the provider named in Section 1 to store the information on this form and undertake initial checks to confirm eligibility for funded entitlement(s). • If I am claiming the funded Extended Entitlement and/or Early Years Pupil Premium, I give permission for London Borough of Merton to use this information to carry out further checks to confirm eligibility during the time my child receives the entitlement at this provider and to share the outcome of these with this provider, in accordance with legislative requirements. • I give permission for the information I have provided to be shared with London Borough of Merton and the Department for Education to enable them to exercise their government functions in checking eligibility of funded entitlements, Early Years Pupil Premium (EYPP) and Disability Access Fund. 			
Print Name			
Signature		Date	DD / MM / YYYY