



PARENT / CARER DECLARATION FORM FOR EARLY EDUCATION ENTITLEMENTS FUNDING (EEEEF)

This agreement is between the parent/carer and the early years provider and allows the provider to collect information from the parent/carer of the funded child to enable a claim to be made for EEEF.

My child is funded at the following providers this term:	Universal (U) or Extended (E)	Please enter total hours ATTENDED for each day					Total no. of ATTENDED hrs per week	Term Time only or stretched
		Mon	Tue	Wed	Thu	Fri		
This provider:	U / E							TTO / S
Other provider(s):	U / E							TTO / S
	U / E							TTO / S
Total daily FUNDED hours attended (no more than 10 hours per day):								
Funded Entitlement Weeks (38 weeks or setting's individual stretched offer):		Is this child Looked After by the Local Authority?						Y / N

CHILD'S DETAILS - I have shown the provider proof of my child's current address and date of birth.			
Forename		Address Line 1	
Middle Name		Address Line 2	
Legal Surname		Address Line 3	
Date of Birth		Town	
Gender	Male / Female	County	
Preferred Surname		Postcode	

Please tick the appropriate box below to state whether your child has a Special Educational Need (SEN)			
No Special Educational Needs (SEN)	☐	SEN Support	☐
		Education Health and Care Plan (EHCP)	☐

DISABILITY ACCESS FUND (DAF)	
Children who are in receipt of Disability Living Allowance (DLA) and are receiving the funded entitlement are eligible for DAF. Funds are paid to your childcare provider at a fixed annual rate of £975; this enables your childcare provider to make reasonable adjustments in the setting to support your child. You must provide evidence of the Department for Work and Pensions (DWP) letter with this form to receive the funding.	
Is your child in receipt of DLA? Yes / No	If your child is splitting their funded entitlement across 2 or more providers, please nominate the main setting where the Local Authority should pay the DAF. Main setting

CHILD'S ETHNIC GROUP (Please tick one of the boxes below)						
White	- British (WBRI)	☐	Asian or Asian British	- Indian (AIND)	☐	
	- Irish (WIRI)	☐		- Pakistani (APKN)	☐	
	- Traveller of Irish Heritage (WIRT)	☐		- Bangladeshi (ABAN)	☐	
	- Gypsy/Roma (WROM)	☐		- Any other Asian background (AOTH)	☐	
	- Italian (WITA)	☐		- Caribbean (BCRB)	☐	
	- White other (WOTH)	☐		- African (BAFR)	☐	
Mixed	- White and Black Caribbean (MWBC)	☐	Black or Black British	- Any other black background (BOTH)	☐	
	- White and Black African (MWBA)	☐				
	- White and Asian (MWAS)	☐	Chinese (CHNE)		☐	
	- Any other Mixed background (MOTH)	☐	Any other ethnic background (OOTH)		☐	
			Prefer not to say (REFU)	☐	Not obtained (NOBT)	☐

(Please do not alter this form)

Eligibility Code:

I confirm the named child is eligible for either; funding for Early Learning for 2 year olds and/or working family entitlement (from the term after 9 months of age). I authorise this provider to pass my details to Bedford Borough Council to allow checks for my eligibility for Early Years Pupil Premium (EYPP) or Pupil Premium (PP), enabling the appropriate funding streams to be paid to my provider. EYPP is paid to childcare providers to provide extra support for your child; it can be used to improve teaching and learning facilities and resources to impact positively on your child's progress and development. I have seen a copy of the Privacy Statement - www.bedford.gov.uk/gdprprivacy - EEEF.

PARENT / CARER WITH PARENTAL RESPONSIBILITY – please complete all sections.

Parent / Carer Details (1)		Parent / Carer Details (2)	
Forename		Forename	
Surname		Surname	
Date of Birth		Date of Birth	
Email		Email	
Contact Number		Contact Number	
National Insurance or NASS No.		National Insurance or NASS No.	

I, the parent / carer understand:

- I am responsible for ensuring that my child uses the funded hours applied for on a regular weekly basis and understand that if my child does not attend on a regular weekly basis the funding may be withdrawn. A maximum of 10 hours may be taken in any one day, in ¼ hour (0.25) blocks and a maximum of 15 hours, or 30 hours if eligible, per week. A maximum of 2 providers can be used in one day. Hours may only be taken between 6am and 8pm. Any hours my child attends over the entitlement will be charged to me by the childcare provider.
- When my child starts reception, I cannot claim funding at any other provider if the school has a staggered start date.
- **Optional** additional services such as meals, snacks, drinks, trips and extra activities such as music, dance etc., are not covered by the EYE Funding and the provider can make additional, reasonable charges. Charges should be clearly shown on the provider's website or the Local Authority's website. If you are unwilling or unable to pay for optional extras, please speak to your childcare provider who should be able to provide alternative choices without impacting your child's care and education.
- I can expect to receive a clear and transparent invoice, showing funded hours and all expenses from my childcare provider
- If my child attends more than one provider, ALL providers, and the total number of hours I wish to claim at each provider, have been listed on this form.
- That if I opt to access the funding on a stretched offer, for the hours to remain the same each week, I must sign up for 1 year (3 terms), otherwise I may risk using all my entitlement before the end of the 3rd term. This could mean I may have to pay for any hours over and above the entitlement.
- If my child is starting school or a term time only setting and has previously had a stretched entitlement, I may not have enough entitlement for the last term of funding.
- If I cease to meet the working family eligibility criteria, I will continue to receive funding for the "grace period" only as long as I remain at the current provider.
- Funding may be withdrawn from a setting if the setting is 'requires improvement' or below for overall effectiveness or 'inadequate' for overall effectiveness or safeguarding is 'not met' from Ofsted.
- I agree that if my child's funded hours increase during the term, I will fill in and sign a new parent declaration form.
- If you are claiming funding with a childminder, we are unable to fund your child if they are a close relative of that childminder (grandchild, nephew or niece)
- If I have given any false information on this form, I may be asked to reimburse the provider. I confirm the details stated on this form are correct

Please return this form to your provider**Signature:****Print Name:****Date:**

Data Protection: All information you send us will be kept strictly confidential and used only by Bedford Borough Council. It will not be shared with any other individual or organisation. I authorise this provider to pass on my details to Bedford Borough Council to allow checks for my eligibility to Early Years Pupil Premium (EYPP) / Funding for 2 Year Olds / 30 Hours Childcare as required, enabling the appropriate funding streams to be paid to my provider. I have seen a copy of the Privacy Statement - www.bedford.gov.uk/gdprprivacy - Eligibility for Early Years Entitlements

ELIGIBLE DATES OF BIRTH: 1 SEPTEMBER 2021 TO 30 NOVEMBER 2025

Term dates: Thurs 3 September – Fri 18 December 2026 (Half Term: 26 – 30 October 2026)