



75. FEL Funding Policy

Prices correct as of March 2019

From the beginning of the term after your child is 3yrs old you can claim the governments Free Early Learning (FEL) for your child's nursery care.

Abbeydale Cottage Nursery is offering these funded hours in daily core sessions which are from 9am-1:30pm (4.5hrs per day) at a cost of £5 for food/activities.

We are offering the funding throughout the full academic year rather than through term time only, and hence you can claim 11hrs p/w x51 weeks as opposed to 15hrs p/w x38 weeks.

Because the funding is in 4.5hr sessions you can therefore attend 2x sessions and use the remaining 2hrs tagged on to another non funded session.

Children claiming funding will no longer be given an annual holiday allowance, nor will sibling discount apply.

If you wish to attend for longer than the funded session (9-1.30pm) extra hours can be added either side of the session and charged at £7 or 8 p/h for a mealtime hour.

If you are only wanting to claim FEL (up to 11hrs p/w) you do not need to apply for this online, but you will still need to complete an FEL contract at Nursery before the end of the term prior.

Please respond to this email advising how many hours you wish to claim; I will then draw up the paperwork for you to collect and sign.

Your child may also be eligible for the Governments Extended Free Entitlement Scheme (EFE). These additional EFE childcare hours are available for families where both parents are working (or the sole parent is working in a lone parent family) and each parent is earning the equivalent of 16hrs p/w at national minimum/living wage and earns less than £100,000 a year.

These EFE sessions will also be daily, from 9.00-1.30pm @£5 each. The hours will be stretched throughout the full year so the allowance will be 22.5hrs p/w x51 weeks as opposed to 30hrs x38 weeks.

If you wish to claim the full funded allowance you will therefore need to attend 5 days per week.

If you think you may be eligible for EFE, you will need to follow to the below link and firstly set up a government gateway account with HMRC, and apply for the EFE, this should take approximately 20 minutes and you will need the following information to get started:

- Your Childs DOB
- You and your partners NI number
- Your unique Taxpayer reference number (if you are self-employed)
- The date you started or are due to start employment
- Any other government support you get



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<https://childcare-support.tax.service.gov.uk/par/app/applynow>

Once you have created a government gateway account and applied for the EFE for your child. If you are eligible you can then log into your account and go to 'secure messages' to access the 11 digits 'EFE eligibility code' for your child.

Please email this code to Jodi along with your NI number and how you wish to claim the funding BEFORE THE END OF THE TERM PRIOR. We will then give you an FEL/EFE parent & carer agreement for completion and arrange any alterations to your current attendance if required and if there is availability to do so.

Please be aware you cannot access the additional EFE hours until you have generated your code AND completed the paperwork at Nursery.

You will need to re-confirm your eligibility every 3 months in case any personal/financial circumstances have changed, this should only take a few minutes and HMRC will remind you by email when this needs to happen.

I would advise you begin this process sooner rather than later, as we have heard reports of the HMRC website having a few technical difficulties and parents having to wait a little longer than expected before receiving their eligibility code. Unfortunately, this is out of our hands.

This policy was adopted on	Signed on behalf of the nursery	Date for review
<i>March 2019</i>		<i>Annually</i>