



Northumberland
County Council

Early Years Funding Update 2025-26



www.northumberland.gov.uk

Today's Discussion


- Contracts/Parental Declarations
- Early Years Funding Rates
- Early Years Expansions Grant
- Additional Charges
- Charging Policies
- Financial Information and Planning



Parent Declaration Form

This form;

- collects consent from the parent to use their information
- collects all the information you require to complete your headcount/census return.
- informs you of other providers the child is attending, this allows you to manage the hours they are using.



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Parental Declaration for 2, 3 and 4 Year Old Funded Entitlement

1. Child's details

Child's Legal Family Name:		Child's Legal Forename(s):	
Name by which the child is known (if different from above):			
Date of Birth:		Male/Female:	
Address:		Post Code:	
Documentary proof of DoB Type (e.g. Birth Certificate, Passport):		Document recorded by (name of staff member):	
Date document recorded (dd/mm/yyyy):		2 YO eligibility code	

2. Additional details for children claiming 30 hours free childcare

Parent/carer National Insurance Number		30 hours 11 digit eligibility code: (e.g. 12345678912)	
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3. Setting and attendance details

- You need to agree and complete this declaration form with each setting your child attends for their early education entitlement of 15 or 30 hours per week in order to ensure that funding is paid fairly between them.
- Your child can attend a maximum of two sites in a single day and if your child attends more than 1 setting we will split the funding fairly between the settings.

Setting Name(s)	Please enter total free entitlement hours attended per day					Total number of hours per week	Number of weeks per year (e.g. 38, 45, 51)
	Mon	Tue	Wed	Thur	Fri		
A							
B							
C							
Total Daily Free Hours Attended							

Term	No. of weeks	Total hours (Term)	
		15 Hours	30 Hours
Autumn	14	210	420
Spring	12	180	360
Summer	12	180	360

Base Rates 2025-26	£
3- and 4-Year-Old Rate	5.50
2-Year-Old Rate	7.55
Under 2-Year-Old-Rate	10.25
EY Pupil Premium (all age ranges)	1.00
Deprivation rate (EYPP+ 3 & 4YO Only)	0.76
Disability Access Fund (all age ranges annually)	938

Early Years Expansion Grant 25-26

Paid in a lump sum by end of August 2025. Based on PTE's of eligible age ranges on spring census 2025. We will inform you of your allocation by 10th April.

Entitlement	Uplift per hour
Under 2-year-olds	£0.25
2-year-olds	£0.17

Flexibility Rules

- no session to be longer than 10 hours
- no minimum session length
- not before 6.00am or after 8.00pm
- no artificial breaks
- sessions can take place on any day of the week, including Saturday and Sunday
- a maximum of two sites in a single day
- meet the quality requirements as set out in regulations and in the statutory guidance

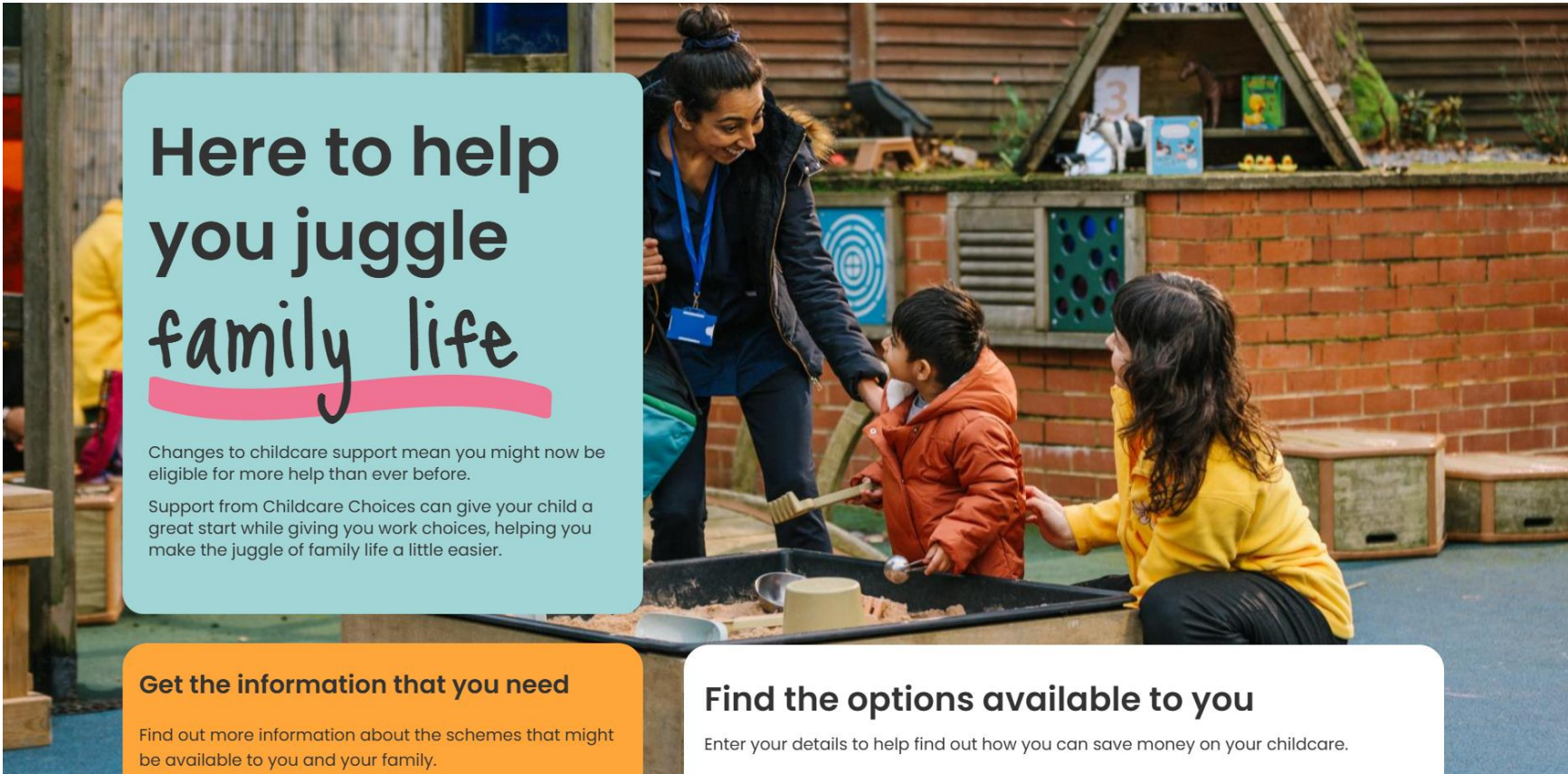
Eligibility Dates

Children born in the period / Code start date (working families)	Eligible from the start of the term on or following
1 st April – 31 st August	1 st September
1 st Sept – 31 st December	1 st January
1 st Jan – 31 st March	1 st April

Childcare Support for Working Parents

Knowing your markets economic status can help set your charging policy

- HMRC Tax Free Childcare - 20% (up to £2,000 or £4,000 p.a. for disabled children)
- DWP Universal Credit Childcare - up to 85%
- DWP Child Tax Credits - 70% (Ends 5th April – eligible recipients migrate to UC)
- Care to Learn (FE Study Support - under 20 YO) - up to £180 per week per child.
- Learner Support (FE Study Support for over 19's)
- Childcare Grant (HE Study Support)- 85%.
- [Provider guidance and resources | Childcare Choices](#)



Here to help you juggle family life

Changes to childcare support mean you might now be eligible for more help than ever before.

Support from Childcare Choices can give your child a great start while giving you work choices, helping you make the juggle of family life a little easier.

Get the information that you need

Find out more information about the schemes that might be available to you and your family.

Find the options available to you

Enter your details to help find out how you can save money on your childcare.

<https://www.childcarechoices.gov.uk/>

Additional Charges Rules

- Government funding is intended to cover the cost to deliver 15 or 30 hours per week of free, high quality, flexible childcare. It is not intended to cover the cost of meals, consumables, additional hours or services. Parents/carers cannot be charged for any part of the minimum free entitlement either directly or indirectly. Parents must be able to opt out of paying for chargeable extras and the associated consumable or activity for their child. Refundable deposits can be charged for working families ONLY.

Providers must not charge parents for the following in connection with the entitlement hours:

- Top-up fees - any difference between a provider's normal charge to parents and the funding they receive from the local authority to deliver free places.
- The supply of or use of any materials, including but not limited to, craft materials, crayons, paper, books, instruments, toys, or other equipment or learning resources that are necessary for the effective delivery of childcare.
- Business running costs, including but not limited to, rent, staff wages, cleaning materials, insurance, or utility bills such as energy, gas or water.
- Registration fees as a condition of taking up a child's entitlement place.
- Non-refundable deposits as a condition of taking up a child's entitlement place.
- General charges, including but not limited to, non-itemised enrichment charges, sustainability charges, business continuity charges, additional charges, enhanced ratios, hourly rates, or any other supplementary charges on top of the free hours.
- Any additional fees that are not specifically identified and itemised as being for chargeable extras

Your Charging Policy

Providers may follow [DfE's template](#) of how to set out these costs.

- The costs of chargeable extras should be published on provider websites or, where they do not have any website, on local authority Family Information Services.
- These should be clear, up-to-date and easily accessible to parents, to enable parents to make an informed choice of provider. They should set out, for each setting, the amounts charged for all the chargeable extras, as well as the pattern of hours that parents can take the entitlements.
- A nursery remains fully able to charge parents for a meal provided to a child. But if the parent is unable or unwilling to pay that sum, the nursery must make arrangements under which the child can eat food provided by the parents or alternatively waive the cost for the family.

Chargeable extras template: how to set out costs on your website


[Opening text for providers to give information about the services that they offer]

Description	Unit	Unit price	Line total
Free entitlement hours –xxx hours per week (must not have a charge). [enter number of free hours per week, explain any stretched offer provided]	Weekly	Free	Free
Additional hours purchased – xxx hours per week [enter number of hours per week]	Weekly		£
Meals/snacks [Explain how many meals are provided and the type of meals]	Daily / Weekly / Per meal		£
Consumables (for example, nappies and sun cream) [Provide details of the charges made for consumables and <u>itemised</u> details of what these charges relate to.]			£
Additional voluntary services (for example, trips, forest school sessions or foreign language lessons) [Provide details of the charges made for additional services and itemised details of what these charges relate to.]	Ad Hoc		£
	Total		£

[If you allow Tax Free Childcare or Universal Credit Childcare to claim back some of the costs, explain how this works in your setting here]

If you do not wish to pay for specific consumables, for example because you wish to provide your own, please make your nursery aware so next steps can be discussed.

Published: February 2025

 Add-ins loaded succe:

Invoicing

Parents/carers MUST also be clearly invoiced. This is to allow parents to see that they have received their child's free entitlement hours completely free of charge and understand that any fees paid are for additional hours or voluntary services. Invoices and receipts should include the provider's full details so that they can be identified as coming from a specific provider. This is in line with the recent [High Court judgment](#)

Invoices should be broken down by :

- the free entitlement hours
- fees for any additional hours
- fees for food or snack
- fees for non-food consumables and
- fees for activities

Invoice

LITTLE STEPS NURSERY LTD
Somewhere Street
Anytown
Anycounty
AA12 ZZZ
Tel: 01234 567890

Email: enquiries@littlesteps.com

Ofsted Reg: EY111222

Company No: 996665

Invoice No: 12345

Date: 30/09/2024

Mr & Mrs Smith
Cherry Tree
Avenue
Anytown
Anywhere
AA11 2BB

Here is how we calculated your charges of £

BONNIE SMITH	Paid Hours	Free EYE	Service	Amount
2/9/24		10.00	8am-6pm FREE EYE	£0.00
3/9/24		10.00	8am-6pm FREE EYE	£0.00
4/9/24		10.00	8am-6pm FREE EYE	£0.00
5/9/24	10.00		8am-6pm PRIVATE HOURS	£AMOUNT
6/9/24	10.00		8am-6pm PRIVATE HOURS	£AMOUNT
2/9 – 6/9/24			Lunch – 5 Days	£AMOUNT
2/9 – 6/9/24			Nappy – 5 Days	£AMOUNT
4/9/24			Trip	£AMOUNT
TOTALS	20.00	30.00		£AMOUNT

Thank you for using LITTLE STEPS NURSERY LTD

Terms: Payment is due within 14 days from the invoice date. Late payments may be subject to a late fee of 2% interest per week.

BACS Details:

Account Name: LITTLE STEPS NURSERY LTD

Sort Code: 11-22-33

Account No: 1234567

Audit

- Providers must ensure that the previous terms' registers, parental declarations and copies of invoices to parents/carers who receive the free entitlement, and additional services, are always kept on site for these checks to be carried out.

Funding Breakdown

Northumberland

The Wizard

Funding Breakdown

Balance



Balance is a live visualisation of your financial account with the authority, offsetting payments against the funding you are entitled to.

Financial Year	Total Entitlement Fin. Year	Total Payment Fin. Year	Balance Fin. Year	Total Entitlement Curr. Term	Interim Payment without Entitlement
2017-18	8063.20	8063.20	0.00	0.00	0.00
2018-19	7608.00	7608.00	0.00	0.00	0.00
2019-20	2832.00	3489.00	0.00	0.00	657.00

- Logout
- Change Password
- Eligibility Checker (30Hrs)
- 30Hrs Entitlement Summary
- Interim Claim
- DAF Claim
- Funding Breakdown**
- Code of Practice
- Provider Agreement

In the funding breakdown module, you will now see an entitlement breakdown option providing child level funding information to help you reconcile your entitlement payments per child

The screenshot displays the 'The Wizard' interface for Northumberland County Council. On the left is a navigation sidebar with the following items: Home, Working Families Eligibility Checker, Working Families Entitlement Summary, Disadvantaged 2YO Eligibility Checker, Disadvantaged 2YO Entitlement Summary, EYPP Eligibility Checker, EYPP Entitlement Summary, Payment Claim, DAF Claim, **Funding Breakdown** (highlighted), Questions, Key Dates, and Provider Messages. The main content area has a header with 'Northumberland' and 'The Wizard' above 'DEMO Provider'. Below this is a large heading 'Funding Breakdown' and a dropdown menu labeled 'Entitlement Breakdown'.



Funding Breakdown

Entitlement Breakdown ▾



This is a breakdown of your entitlements for the **2024-25 Autumn Term**.

Entitlements are funding calculations based on the information we receive (such as headcount) which are broken down into funding Payment Schemes: 2YO, EYPP, etc. These entitlements can change over time if further information is provided, this will be indicated by the version and date the system recalculated funding.

Child Firstname	Child Surname	Entitlement Type	Amount (£)	Calculation Date	Calculated Hours	Term
J*****	S*****	Under 2 Year Old Working Families with 11 digit codes	2072.70	10/12/2024	210	2024-25 Autumn
J*****	D*****	2 Year Old Working Families with 11 digit codes	1526.70	10/12/2024	210	2024-25 Autumn

Financial Management System Support Grant Available

- Are you forecasting a financial deficit this year?
- Do you use a software management system to support your budget, but are struggling to understand and draw down meaningful reports?
- Do you fully understand the settings finances and cash flow and need more professional support?
- PVI settings, including childminders on domestic premises, who are struggling in these areas can apply for a one-off grant to support the sound financial management of their setting.
- If you feel you are eligible, please complete [this form](#). Quotes for services will be required.
- ***This is a Time Limited grant, so you need to apply ASAP to be considered.***
- Please note, this grant is not open to sole childminders and national nursery chains.

Useful Information

[E-Courier](#)

[Inspection Support](#)

[Training Calendar](#)



Northumberland
EDUCATION

[Ofsted Visits 24 – 25](#)

[SLA Hub](#)

[Contact Us](#)



Funded Entitlements



This page is a one-stop-shop of all the information relating to claiming Early Years Funding.

You can find guidance documents, links to our systems and walkthrough videos.

[Key Dates -
Spring Term
2025](#)

[Key Dates -
Summer Term
2025](#)

[Childcare
Sufficiency
Annual Report](#)

[Northumberland
Local Code of
Practice](#)

[Guidance on Funding
Entitlement Models](#)

[Eligibility Table](#)

[Census Dates 2024 – 2025](#)

[Early Years Funded Entitlements – Northumberland Education](#)



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best business strategy of all.**



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