

OFFICIAL
Parental Declaration for
Free Early Education



City of
Stoke-on-Trent

It is essential that you complete all of the shaded fields
 Please tick one of the following boxes. I am claiming funding for a:

2 Year Old

3 Year Old

4 Year Old

Name of Child	DOB __ / __ / ____	Gender M / F
Address		Post Code

Ethnicity Codes – Tick one box only
(This section is a mandatory requirement used to generate information for the annual Census)

<input type="checkbox"/> White, British	<input type="checkbox"/> Gypsy / Roma	<input type="checkbox"/> Mixed, any other mixed background	<input type="checkbox"/> Asian/Asian British, Pakistani	<input type="checkbox"/> Chinese
<input type="checkbox"/> White, Irish	<input type="checkbox"/> Mixed, White & Black Caribbean	<input type="checkbox"/> Asian/Asian British, Indian	<input type="checkbox"/> Black/Black British- Caribbean	<input type="checkbox"/> Any other ethnic background
<input type="checkbox"/> Traveller of Irish Heritage	<input type="checkbox"/> Mixed, White & Black African	<input type="checkbox"/> Asian/Asian British/other Asian Background	<input type="checkbox"/> Black/Black British- African	<input type="checkbox"/> Did not wish to be recorded
<input type="checkbox"/> White, any other White Background	<input type="checkbox"/> Mixed White & Asian	<input type="checkbox"/> Asian/Asian British, Bangladeshi	<input type="checkbox"/> Black/Black British/other Black background	<input type="checkbox"/> Not Obtained

I wish to claim my Free Early Education at:

Name of Provider	Post Code
------------------	-----------

Are you claiming any funded hours with another provider? If so, where...

Funding Type – Please select one section ONLY (to be completed with provider)

<p align="center">1.Term Time <input type="checkbox"/> (tick)</p> <p>No. Universal hours per week (Max 15) <input type="text"/></p> <p>*No. Extended Hours (Max 15) <input type="text"/></p> <p>Funding Start Date: <input style="width: 100%;" type="text"/></p>	<p align="center">2.Stretch Offer <input type="checkbox"/> (tick)</p> <p>No. Universal hours per week <input type="text"/></p> <p>*No. Extended Hours <input type="text"/></p> <p>Funding Start Date: <input style="width: 100%;" type="text"/></p>
---	---

***If you qualify for 30 hours' funding for working parents of 3 and 4 year olds please provide your 11 digit 30 hour eligibility code:**

**Please also complete NI number overleaf*

Attendance Pattern – please state the number of local authority funded hours claimed each day

Monday Tuesday Wednesday Thursday Friday Saturday Sunday

OFFICIAL

Disability Access Fund – Three and four year old children who are in receipt of child Disability Living Allowance (DLA) or Personal Independence Payment (PIP) and are receiving the free entitlement are eligible for the Disability Access Fund (DAF). DAF is paid to the child's early years setting as a fixed annual rate of £615 per eligible child.
Please sign to indicate your wishes for the LA to pay this childcare provision.

Is your child in receipt of DLA? Yes No Signature

Early Years Pupil Premium – Your chosen childcare provider may be eligible to claim a Pupil Premium to improve the quality of early years education for your child. This will be discussed with you upon completing this section. Should you complete this section of the parental declaration for a 2 year old the local authority may also use the data to establish your entitlement to the 2 year funding offer if we believe that you have not already applied.

*NI Number **NASS Number

Full Name Date of Birth

Partner Details (if applicable)

*NI Number **NASS Number

Full Name Date of Birth

Entitlement Guidelines

**for those claiming Asylum

- No session before 6:00 am or after 8:00 pm
- Parents can access their free entitlement at a maximum of 2 providers in one day
- You must reconfirm your 30 Hours' entitlement with HMRC every 3 months
- The local authority reserves the right to refuse to fund any provision that has an Inadequate or Requires Improvement Ofsted judgement.

Please note that it is an offence to submit a claim if you are already claiming the grant, or are waiting to hear the outcome of a grant application, from another Local Authority.

By signing this form, it is your responsibility to inform your partner that you have supplied the local authority with their personal data (e.g. name, date of birth and national insurance/asylum data)

I certify that this information given on this form is true and complete. I understand that if I give false information or fail to declare my full circumstances, Stoke-on-Trent City Council may withdraw the funding for my child and take criminal proceedings against me.

Parent / Guardian
Name (Print):

Signed:

Date:

Provider Manager
Name (Print):

Signed:

Date:

Data Protection & Privacy Statement

At Stoke-on-Trent City Council we take your privacy seriously and will only use your personal information for purposes required or allowed by law and to:

1. Check if your child is eligible for free childcare (if submitting an application for a free childcare place for your two year old)
2. Calculate funding payments for childcare providers and schools
3. Check eligibility for Early Years Pupil Premium
4. Check eligibility codes provided for 30 hours free childcare for working parents
5. Check eligibility for Disability Access Fund
6. Provide information to the DfE for the annual Early Years Census
7. Contribute to data that will inform the local authority's duty to ensure sufficient childcare

You can find information about how we handle your personal information by visiting www.stoke.gov.uk/dataprotection. You should be aware that we have a duty to protect public funds. We may therefore use the information you provide for the prevention and detection of fraud. We may share this information with other bodies for these purposes. We may also share this information with other departments of the council or other relevant organisations for purposes which may include enforcement.

All completed Parental Declarations for funded children MUST be kept on site ready for audit inspections.

OFFICIAL

V7 – 01.10.2019