



Country Day Nurseries funded hours opt in/ out information.

How much early years' education is my child entitled to?

If your child is aged:

- 9- 23 months (and you meet the eligibility criteria), 11 hours per week
- 2 years (subject to eligibility), 11 hours per week
- 3 or 4 years, (no eligibility criteria), 11 hours per week
- 3 or 4 years, (subject to eligibility), 22 hours per week

which is a total of 570 or 1140 hours in a child's eligibility year

Early years education providers must make available through their own provision, or in partnership with another approved provider, the maximum early year's education per child in each 12-month period from the date the child becomes eligible. Country Day Nurseries Ltd will provide an EYE parent declaration form during the term before your child is of age to claim funding, which we will ask you to complete, sign and return. We also need to have seen an original copy of your child's birth certificate.

Country Day Nurseries Ltd offers stretched funding over 51 weeks of the year as follows:

9-23 months

This funding will be available from September 2024, subject to eligibility. Our minimum booking pattern is 2 full days or 4 half days per week. There will be no consumables charge for this funding, but this is subject to further information from our Local Authority.

2 year old expanded hours funding

Entitlement will start in the term following your child's 2nd birthday, subject to eligibility.

Our minimum booking pattern is 2 full days or 4 half days per week. You must provide us with your eligibility code and National Insurance number. A consumables fee will apply.

3 and 4 year old universal funding

Entitlement will start in the term following your child's 3rd birthday. Our minimum booking pattern is 3 full days or 6 half days per week. This will be 11 hours per week and every child is eligible for this. A consumables fee will apply.

3 and 4 year old extended funding (30 hours)

Entitlement will start in the term after your child's 3rd birthday. Our minimum booking pattern is 3 full days or 6 half days per week. Eligible families of 3 and 4 year olds are also able to claim an additional 11 hours funding (making a total of 1140 per eligibility year). If families require the extended funding option they must apply and provide the nursery with their unique code and National Insurance number. A consumables fee will apply. Please let us know as soon as possible if you intend to apply for extended funding.

Delivery of 30 hour early years education extended funding only can be offered flexibly within the following times:

Please note, that from January 2024 we no longer offer a term-time only attendance pattern, to new children, but we are honouring this if your child currently attends during term time. Funding for term time only children will be in line with Hampshire school holidays at either 15 hours for 2, 3 & 4 year olds or 30 hours per week for 3 & 4 year olds eligible for extended funding. There is also an additional week added to the non-funded period within the nursery as the funding provided only covers 38 weeks of the year, as opposed to the 39 weeks of term. These additional 5 days will be spread across the academic year and will usually be in the week before or after school holidays, eg February half term, Easter, May half term, October half term and Christmas. One normally funded day of your child's attendance during these weeks will be charged in full. You do have the option to keep your child off on those days without charge, but we would ask that you let us know a month in advance so we can adjust your fees and our registers accordingly.

For all funded children

Any additional hours attended outside funded hours will be charged at our hourly rate.

Please also note, any discounts you have been receiving as a family will cease when your child becomes eligible for government funding.

How do I arrange for my child to have their Early Years Education (EYE) entitlement?

To check if you are eligible, and to apply for 9-23 months, 2 year old or 30 hour funding, please visit: www.childcarechoices.gov.uk

You will need your details (and your partner's, if you have one,) including your:

- o National Insurance number
- o Unique Taxpayer Reference (UTR) if you're self-employed

Once we receive your code and National Insurance number, we will check your details through our Portal with Hampshire County Council, and once all details are confirmed, claim funding for your child. The funding will go directly to Country Day Nurseries Ltd.

There are deadlines for eligibility code applications, which are the last day of the previous term, ie 31st December, 31st March and 31st August. If applications are not made before these dates you will not be eligible for 30 hour funding in the following term. Please note that the eligibility code must be renewed every three months, and HMRC will send you a reminder to renew. Existing codes must also be renewed before these deadlines in order for funding to continue.

At Country Day Nurseries we pride ourselves on providing a warm and nurturing environment for the children in our care. This includes the daily provision and services.

Families utilising the funded hours will be automatically opted into our full provision, with a consumable fee being added. Below is an outline of what our fee covers.

Option 1 – Consumable services

Our additional services charge includes (but is not limited to)

- All meals, snacks and drinks during the nursery day. This includes breakfast, mid-morning snack, a healthy 2-course cooked lunch, mid-afternoon snack and High Tea
- Any nappies and wipes as required throughout the day (nursery provided brands only)
- The charge also allows you as parent/carer to choose (within our nursery registration and ratios) which regular days you wish your child to attend and to have the option of changing these days (giving the 4 week notice period and subject to availability) throughout your time at nursery.
- We also guarantee your child's place at nursery until he or she leaves for school.
- Extracurricular activities (such as Sports, French etc) and activities brought into the nursery.
- Secure access for parents to the online learning journey (Famly)
- ALL practitioners in the building are fully qualified Paediatric first aiders.

Our current consumable services fee is:

9 months- 2 years- No Charge

2-3 years- £5.50 per day

3-5 years- £11.00 per day

However, it is your right to opt out of the consumable service. Which is explained below:

Option 2 – NO consumable services

The additional service fee is not compulsory and parents can opt out of this charge if they so wish. If you choose not to pay our additional services fee the following conditions will apply.

- You must provide all foods for your child during the day (in accordance with our food from home policy)- this includes breakfast cereal, fresh fruit for morning snack and dry good, a packed lunch and a packed tea. Fresh milk will be provided by the nursery.
- Unfortunately, due to nursery storage requirements we do not have the capacity to store your items in our fridge. Please note our afternoon snack is served at 3pm so this needs to be taken into account when planning what to supply as your food will be stored unrefrigerated for some time.
- We are unable to reheat or cook any foods brought in from home due to environmental health regulations.
- We are unable to accept any home-made meals or take away foods due to current health and hygiene guidelines.
- Food brought into nursery must strictly adhere to our food from home policy due to allergies within the nursery and our requirements under the food hygiene regulations. This policy will need to be signed by you.
- The food that we offer at nursery is very important to us and serving fresh high quality healthy food is a vital part of our ethos therefore we will be imposing very strict guidance on foods which are suitable to be brought in.
- If food brought in is not in accordance with our policies, we will provide your child with our nursery food and will apply a charge of £5 to your invoice.

- You must supply us with enough nappies and wipes for your child's day at nursery. If you do not supply us with nappies or if your child uses more than expected, we will apply a charge to your account. The current charge is £1 per nappy (subject to change). Nappies and wipes are not able to be stored at nursery and must be supplied daily.
- For a funded only (without additional services) place it is not possible for parents to specify or choose which days your child may attend. We will inform you which sessions we are able to offer your child no later than 2 weeks before the start of the term. We aim to be able to give more notice than this but due to the movement within the nursery this may not always be possible.
- Once a place has been allocated and accepted by you as parent/carer this place will be for a period of 1 term only and is therefore not guaranteed for the entire year. Your place will be reviewed termly.
- Requests for changes to days will not be possible for funded only (without additional services) places.

To opt out please write this in writing to danielle@cdnurseries.co.uk

Please remember it is your responsibility to obtain a validation code for the extended hours and that without this code your child will not be entitled to the funding. **It is your responsibility to reconfirm this code every 3 months.** You give permission for your validation code, my National Insurance Number and child's date of birth to be shared with the local authority in order for them to validate your entitlement. If I make an overclaim with another setting I understand I will need to be charged and will pay for the additional hours. Should my circumstances change in regard to work I understand I will need to inform nursery as soon as possible.

This fee will be reviewed each year coinciding with our annual fee review and is subject to change. If there is to be an increase parents/carer will receive at least 1 months' notice.