



Rocking Horse Childcare Ltd Policies

Funding Policy

Policy adopted/updated: 15 February 2025

Date for next review: 15 February 2026

EYFS section(s):

Effective from April 2024[1]

We offer full-time and/or part-time childcare. All children are welcome. We treat all children and their families with respect. We aim to meet the specific needs of each child in our care.

We deliver early education funding in line with the requirements set out in the [Early Education and Childcare Statutory Guidance document](#) (April 2024, updated February 2025). Our setting is all year round and only closes on bank holidays and the Christmas break. Therefore, we stretch the funding across the maximum 50 weeks, as set out by the Local Authority. Please see our admissions policy for more information on non-funded weeks.

Early Education Funding Eligibility

Children aged 9 months and over Working Parent Entitlement

Parents can get a funded space for 15 hours a week for their children if they are working. The parent, and any partner, must each expect to earn (on average) at least £167 per week (or equal to 16 hours at the National Minimum or Living Wage). Parents can find out more and Apply for free childcare if you're working - GOV.UK (www.gov.uk). Parents can find out more and [Apply for free childcare if you're working - GOV.UK \(www.gov.uk\)](#) to get a code for free childcare to give to your childcare provider.

2 Year-Old Economical Entitlement

Parents can get a funded place for 15 hours a week for their 2-year-old if they receive some additional forms of financial support from the Government and their household income is £15,400 a year or less after tax. You can check the eligibility criteria for free early education and childcare for 2 year olds to see if you are eligible for a free 15 hour place for your 2 year



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old child. You can make an application on the [Southend Citizen's Portal](#) to confirm eligibility for 2 year old funding for your child, and get an approved application number.

3- and 4-Year Old Universal Funding Entitlement

All families in England with 3 and 4-year-old children can get up to 15 hours a week of free childcare or early education for 38 weeks, this can be used on top of your working parent funding. Working families in England with 3 and 4-year-old children can get up to 30 hours of free early education. It is your responsibility to confirm your eligibility every three months. Full details around how funding is applied for, and the timescales, cut off dates that are applied to claims can be found online at www.childcarechoices.gov.uk. Children can take-up universal and extended funding at the start of the funding period following their third birthday.

Daily Contribution

We charge a daily contribution fee of £10. The contribution fee includes:

Enhanced provision contribution including, but not limited to: high quality educational opportunities such as beach schools, yoga, dancing, school readiness activities, sea life passes, cooking activities, festivals and celebrational activities.

Consumables including, but not limited to: nappies, wet-wipes, tissues, nappy sacks, nappy cream.

Meals: providing healthy, nutritious, home-cooked meals that follow government healthy guidelines including: breakfast, snacks, lunch and teas. We also meet allergy and dietary needs.

Parent & Setting Responsibility

Parents

Parents or carers must complete and sign a Parent/Carer Declaration Form each funding period (term) to:

- confirm the agreement between the provider and the parent for the duration of the funding period.
- give consent that the information provided on the Parent Declaration Form can be shared with the Local Authority.
- confirm that you understand that if parents wish to increase the number of funded hours their child is accessing after the headcount date, I/we may charge for these additional sessions.

Setting



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- record the number hours/weeks of Free Childcare for the duration of the funding period.
- We may charge for the hours your child attends in excess of his/her Free Early Years Funding entitlement if you have not declared accurately that your child is attending another provider.

Holiday arrangements

Parents will not be able to claim alternative free sessions if the child does not attend due to family holiday.

Parents will be able to claim alternative sessions if we are closed due to holiday, we will ensure that your child receives their full entitlement of hours for the funding period. Please see our admissions policy for private fees during the Christmas break.

Bank holidays

We are not open on Bank holidays. Funding will still be claimed if your chosen sessions fall on this day.

Inset Days

The setting reserves the right to implement three inset days per year when funding is claimed. We are not required to provide alternative free sessions. Where an inset day is arranged, we will provide you with a minimum of 1 months notice of this date.

If the setting closes due to sickness, emergencies etc.

Funding will still be claimed if the setting needs to close for emergency unforeseen circumstances. For example: In case of emergency where the setting must close due to circumstances beyond our control, for example severe weather conditions.

We will try to make up the funded hours at another time.

Parents may lose the funded hours if closure is beyond our control.

If your child misses their hours due to sickness, your holiday or occasional days off

If your child is absent during funded hours, we are not required to provide alternative free sessions.

Please inform us of any reason your child is unable to attend. If your child is getting free early education sessions, we are required to monitor your child's attendance and inform the Local Authority if the attendance falls below 90%. Your child's free place is Government funded. If your child consistently fails to attend, their place may be withdrawn.

If your child cannot attend the setting for any reason, fees for any additional hours still have



to be paid, as a place has been kept open for your child.

When can I use my child's funding entitlement?

Free early education sessions can be delivered:

- Between the hours of 8:00 and 18:00.

Stretched Funding Hours Entitlement		
Autumn Term	Funding Entitlement	Weekly Entitlement
16 weeks	15 hours entitlement = 210 hours	11.4
	30 hours entitlement = 420 hours	22.8
Spring Term		Weekly Entitlement
13 weeks	15 hours entitlement = 165 hours	11.4
	30 hours entitlement = 330 hours	22.8
Summer Term		Weekly Entitlement
21 weeks	15 hours entitlement = 195 hours	11.4
	30 hours entitlement = 390 hours	22.8
Total	15 hours per year = 570 / 30 hours = 1140	15 per week = 11.4 30 per week = 22.8

Help with childcare Costs

Please look on the following website to find out information on support you may be able to claim towards your childcare costs. We are registered to accept tax free childcare.

If you qualify you can get up to £500 every 3 months (up to £2,000 a year) for each of your children to help with the costs of childcare. This goes up to £1,000 every 3 months if a child is disabled (up to £4,000 a year).

You may be eligible for other help with childcare costs, including.

- free 15 hours free childcare for eligible 2-year-olds.
- free 30 hours childcare for 3- and 4-year-olds if you are working.



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- Universal Credit for childcare.
 - Childcare help if you are training

[Childcare Choices](#) is a user-friendly resource providing:

- information about all of the different types of help with childcare costs.
- a link to the Government [childcare-calculator](#) that we recommend parents use to find out what schemes they are eligible for and how much they can get.

[1] Fees will be reviewed every April and communicated out to all parents in January. Any changes to fees at other times of the year will be communicated to all parents three months in advance.