

New Beginnings Early Education Funding Policy

1. Purpose

This policy explains how **New Beginnings Day Nurseries** administer and deliver **Early Years Funded Childcare** in line with national and local government guidance.

It ensures that:

- Families understand their funded entitlements and conditions
- Funding is applied transparently and fairly
- Delivery aligns with our **all-year-round childcare model**

2. Scope

This policy applies to:

- All parents and carers accessing Early Years Funding at New Beginnings
- All staff involved in the administration and delivery of funded childcare
- All Local Authority (LA) agreements, including:
 - Universal Entitlement (15 hours)
 - Extended Entitlement (30 hours)
 - Eligible 2-year-old funding

3. Policy Statement

New Beginnings is committed to providing high-quality, accessible early education and childcare.

We fully participate in the government's Early Years Funding initiative and ensure that funding is:

- Delivered in line with the **Local Authority Provider Agreement**
- Transparent, fair, and compliant
- Consistent with the **EYFS Statutory Framework**

Our aim is to help families maximise their funded hours while maintaining the highest standards of care and education.

4. Eligibility

Funded Entitlements

- **3- and 4-year-olds:**
 - 15 hours per week for 38 weeks (570 hours annually)
- **Working parents (extended entitlement):**
 - Up to 30 hours per week for 38 weeks (1,140 hours annually)
- **Eligible 2-year-olds:**
 - 15 hours per week, subject to household income, additional needs, or LA support

Funding Start Dates

Funding begins from:

- **1 January**
- **1 April**
- **1 September**

Children must have reached the qualifying age before the start of the term.

For eligibility details and applications, visit:

www.beststartinlife.gov.uk

5. New Beginnings Funding Model

Stretched Funding

New Beginnings operates **year-round** and stretches Early Years Funding across **50 weeks**, rather than the standard 38-week model.

Examples:

- 15-hour offer:
 - $570 \div 50 = \mathbf{11.4 \text{ hours per week}}$
- 30-hour offer:
 - $1,140 \div 50 = \mathbf{22.8 \text{ hours per week}}$

Pro-Rata Funding

Where a child becomes eligible mid-year, funding is adjusted proportionally.

Example:

A child eligible for 30 hours from January 2026:

- 24 weeks × 30 hours = 720 hours
- Stretched over 34 weeks = **21.17 hours per week**

6. Funding Conditions at New Beginnings

- Funded sessions may be used between **6:00am–8:00pm**
- No single session exceeds **10 hours**
- Nursery opening hours: **8:00am–6:00pm**
- Funded hours **cannot be used on Bank Holidays**
- Parents are not required to use their full entitlement
- Hours may be split between **a maximum of two providers per day**
- Funding cannot be used for ad-hoc sessions outside contracted hours
- Permanent booking changes follow contractual notice periods
- From **September 2025**, new families must include **a Monday or Friday** in their booking pattern to access funded hours

7. Additional Voluntary Charges (AVC)

Overview

To support a rich and engaging early years experience, New Beginnings offers meals, snacks, and enrichment activities during funded hours.

When completing the **Parent Declaration Form**, parents may opt **in or out** of these voluntary charges.

Government funding does **not** cover:

- Meals and snacks
- Consumables (e.g. sun cream)
- High-quality resources
- Extra-curricular activities

All costs are:

- Clearly itemised on invoices via **Famly**
 - Available on nursery websites and in Famly booklets
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Charges May Include

Consumables

- Sun cream
- Wipes for general hygiene

Meals and Snacks

- Provided on site
- Packed lunches are not generally permitted
- Alternatives may be available (**For funded families, please refer to the funding policy in relation to meals and consider the Food, Nutrition and Mealtimes policy**)

Enrichment and Additional Services

- Access to the Famly system (including home learning ideas)
- “Watch Us Grow” bespoke curriculum led by a qualified Early Years Teacher
- Lending library (speech and language resources with guidance)
- Boogie Mites music programmes (Teenies, Minis, School-Ready)
- Trips and outings within the local community
- Sign and Sign (Makaton) sessions
- Seasonal events and celebrations
- Sensory room access (not available at Rainham site)
- Eco-Schools accredited activities
- Cooking and healthy eating programme

Refer to your nurseries fees and funding charges booklet.

Additional Private-Paid Hours

- Hours booked beyond funded entitlement
- Optional and not a condition of accessing funding

Additional Information

- Fees are detailed in the **Fees and Funding Guide** on each nursery website
- Parents may opt out of voluntary charges; alternatives can be discussed
- Families experiencing financial hardship may qualify for:
 - EYPP
 - Fully funded 2-year-old places
- Once accepted, charges remain in place until the following term

8. Invoicing

- Funded hours are shown at **£0** on invoices
- Private hours are charged at the published hourly rate
- Invoices are clear, transparent, and fully itemised

9. Parent Declaration and Documentation

Parents must complete a **Local Authority Parent Declaration Form** each term.

Required Documentation:

- Child's birth certificate or passport
- HMRC eligibility code (30 hours, if applicable)
- Parent details (name, DOB, NI number)
- LA confirmation for 2-year-old funding (if applicable)

Funding **cannot be claimed** without completed documentation.

10. Local Authority and Provider Agreements

- Funding is claimed directly from the LA
- Payments are made to New Beginnings
- Parents do not have a direct financial claim to the funding

11. Attendance and Absence

- Persistent absences must be reported to the LA
- If funding is reclaimed due to absence, parents will be charged at standard rates
- Funded hours may be retained if notice periods are not met

12. Shared Care Between Providers

- Funded hours may be split between two providers per day
- Families must declare hour allocations to both providers
- Funding cannot be stretched if a child attends more than one setting

13. Children Starting or Leaving Mid-Year

- Funding is recalculated based on attendance and LA claims
- Adjustments are applied to the final invoice
- Funding may be retained where contractual notice is not observed

14. Additional Funding Streams

New Beginnings administers:

- SEND Inclusion Funding
- Disability Access Funding (DAF)
- Early Years Pupil Premium (EYPP)
- Deprivation Funding

All funding is used transparently to promote inclusion and improve outcomes.

15. Parent and Provider Responsibilities

Parents Must:

- Provide accurate eligibility information
- Complete required forms each term
- Notify the nursery of any changes

New Beginnings Will:

- Administer funding accurately
- Comply with LA and DfE requirements
- Communicate clearly with families

Local Authority Will:

- Verify eligibility
- Pay funding to providers
- Monitor compliance and audit claims

16. Funding Loop System

New Beginnings uses **Funding Loop**, a secure online portal for the electronic collection of funding documentation.

17. Review and Policy Approval

- Exceptions may be considered on a case-by-case basis
- Policy is reviewed annually or sooner if legislation changes

18. Complaints

If parents are unhappy with how funded entitlement is delivered, they should speak to the **Nursery Manager**, who will explain the complaints procedure.

Policy Adopted: 1 November 2025

Signed: J Wilkinson

Next Review: 31 March 2026