



# Early Years Funding Policy

## Policy Statement

Angelina's Day Care Nursery (ADC) is committed to ensuring that all children can access their entitled early education funding in a fair, transparent, and compliant manner. This policy explains how Early Years Funding is delivered at ADC in line with the Early Years Foundation Stage (EYFS) Statutory Framework 2025 and the Ofsted Early Years Inspection Toolkit.

ADC delivers funded early education in a way that promotes inclusion, equality of opportunity, children's learning and development, and wellbeing, while ensuring the sustainable and high-quality delivery of provision.

## Types of Early Years Funding

### Supported Two-Year-Old Funding

A child is entitled to 570 funded hours per year from the term after they turn two years of age, provided the child or parent meets the eligibility criteria set by the local authority.

Funded hours are usually taken as up to 15 hours per week, term time only, and are delivered flexibly in line with nursery availability and parent/carer agreement.

Parents/carers may choose to:

- Access funded hours under a term-time-only agreement, or
- Add additional chargeable sessions under an all-year-round contract, with fees applied for attendance outside the 38 funded weeks.

Where a child is in receipt of Supported Two-Year-Old Funding, they will continue to receive their funded place until they become eligible for Universal Three- and Four-Year-Old Funding, even if eligibility criteria change during this period.

### Universal Three- and Four-Year-Old Funding

All three- and four-year-old children are entitled to 570 funded childcare hours per year, equivalent to up to 15 hours per week during term time.

ADC is required to validate a child's age. Parents/carers must provide the child's birth certificate, and copies may be taken and securely retained as evidence of compliance.

Where parents choose to access only the universal 15 hours, ADC can advise how a stretched offer would apply across the nursery year, subject to availability and agreed attendance patterns.



## Working Families Funding (Extended Entitlement)

Working Families Funding is available to eligible working parents with children aged 9 months to 4 years.

Eligible children may access up to 1140 funded hours per year from the term after they reach the relevant age and meet government eligibility criteria.

Parents/carers must:

- Check eligibility via: <https://beststartinlife.gov.uk/>
- Apply for an eligibility code through their HMRC Childcare Service Account
- Provide the eligibility code to ADC before funding can be claimed

Parents are responsible for re-validating the eligibility code every three months, as prompted by HMRC. Failure to re-validate may result in funding being withdrawn, and standard nursery fees will then apply.

All funded hours are offered subject to nursery availability and agreed attendance patterns.

## Parent/Carer Agreement and Documentation

### Parent/Carer Agreement Form (PAF)

ADC is required to enter into a separate funding agreement with parents/carers known as the Parent/Carer Agreement Form (PAF).

- The PAF must be completed and reviewed each term
- If a signed PAF is not returned, Early Years Funding cannot be claimed and standard nursery fees will apply

## Required Documentation

ADC must obtain documentation to evidence eligibility for Early Years Funding, including:

- Supported Two-Year-Old Funding:  
Child's birth certificate and confirmation of eligibility (e.g. local authority letter or code)
- Universal Funded Childcare:  
Child's birth certificate
- Working Families Funding:  
Child's birth certificate, parent's full name, date of birth, National Insurance number, and HMRC eligibility code

All documentation is stored securely in line with GDPR and data protection requirements.



## Child Absences

ADC keeps accurate records of children's attendance and absences in accordance with local authority requirements.

ADC is required to inform the local authority of prolonged absences. The local authority may reclaim funding where a child is absent for more than four consecutive weeks.

Where funding is reclaimed due to prolonged absence, ADC reserves the right to charge parents/carers for unfunded sessions, in line with the signed contract and fee agreement.

## Additional Funding and Support

### Special Educational Needs and/or Disability (SEND) Funding

ADC may receive SEND Inclusion Funding directly from the local authority to support individual children with special educational needs and/or disabilities.

This funding is used to support children through appropriate resources, equipment, or support strategies, in line with the SEND Code of Practice and EYFS requirements.

### Disability Access Funding (DAF)

DAF is available to children in receipt of Disability Living Allowance (DLA) and Early Years Funding.

- DAF is a one-off annual payment paid directly to the provider
- Where a child attends more than one provider, parents must nominate one provider only to receive the DAF

DAF may be used to support reasonable adjustments, adaptations, specialist resources, or support arrangements that benefit the child. Resources purchased using DAF remain the property of the nursery and may be used to support future children.

### Early Years Pupil Premium (EYPP)

EYPP is additional funding paid directly to the provider to support improved outcomes for eligible children.

ADC uses EYPP funding to enhance children's learning experiences and support their development, in line with EYFS principles and Ofsted expectations around narrowing gaps and improving outcomes.



## Deprivation Funding

Deprivation Funding is paid directly to ADC by the local authority based on eligibility criteria such as postcode data and EYPP eligibility.

This funding is not child-specific and may be used to support all children within the setting, contributing to ADC's work to reduce inequalities and close gaps in attainment.

## Document Control

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