

# Great Crosby Catholic Primary School



The Northern Road • Liverpool • L23 2RQ

**Telephone:** 0151-9248661

**Email:** [admin.greatcrosby@schools.sefton.gov.uk](mailto:admin.greatcrosby@schools.sefton.gov.uk)

**Website:** [www.greatcrosbycatholicprimary.com](http://www.greatcrosbycatholicprimary.com)

**Headteacher: Mrs L Morton**

## Universal Entitlement for 3 and 4 year olds - Parental Declaration Form.

### 1. Child's details - parents/carers to complete

Child's Surname(s):	
Child Forename(s):	
Name by which the child is known (if different from above):	
Date of Birth: Your will need to show your childcare provider evidence of your child's date of birth.	
Sex:	
Address:	

### 2. Your details – parents/carers to complete

Parent / Carer 1	Parent / Carer 2
Surname:	Surname:
Forename:	Forename:
Date of Birth:	Date of Birth:
National Insurance number or Asylum Support Reference Number (previously NASS):	National Insurance number or Asylum Support Reference Number (previously NASS):

### 3. Your child's eligibility - parents/carers to complete

**Your provider could receive extra funding for your child if certain criteria are met, please opt in by ticking the below boxes if they apply to you or your child:**

The Disability Access Fund (DAF) is used to help providers to make reasonable adjustments in their settings, either to support an individual child, or for the benefit of all children attending the setting.

Is your child entitled to the Disability Living Allowance? Ticking yes will enable your chosen provider to receive the DAF.

Yes  No

Early Years Pupil Premium (EYPP) is paid to childcare providers to provide extra support for your child. EYPP can be used to improve teaching and learning facilities and resources to impact positively on your child's progress and development. Ticking yes to the questions may enable your chosen provider to receive the EYPP.

Are you in receipt of Universal Credit?

Yes  No

Is your child currently looked after by a local authority/have they ever been looked after by a local authority in England or Wales?

Yes  No

Are you an asylum seeker receiving support under Part Six of the Immigration and Asylum Act 1999?

Yes  No

#### 4. Document check – school to complete

<b>Documentary proof of DOB Type (e.g. birth certificate, passport):</b>	
<b>Document recorded by (name of staff member):</b>	
<b>Date document recorded (dd/mm/yyyy):</b>	
<b>Working parent eligibility code: (e.g. 12345678912)</b>	

## 5. Setting and attendance details - parents/carers to complete

- You need to agree and complete this Declaration Form with each setting your child attends for their early education entitlement of 15 or 30 hours per week in order to ensure that funding is paid correctly to each setting.
- Your child can attend a maximum of two sites in a single day and if your child attends more than 1 setting we will split the funding between the settings as agreed.
- You will need to provide 4 weeks' notice, in writing, if you wish to move your child's free entitlement funding.

To fill in if your child attends more than one setting:

**Total funded entitlement hours attended per day**

	Mon	Tues	Wed	Thurs	Fri	Total no. of hours per week
<b>Setting name:</b>						
<b>Setting name:</b>						

To note: the maximum number of funded hours your child can receive is:

- 1) for children aged from 9 months of eligible working parents: 30 hours a week for 38 weeks of the year. For 3 and 4 years old this can be combined with the below entitlement to a maximum of 30 hours.
- 3) for all 3 and 4YO's: 15 hours a week for 38 weeks of the year

If your child is splitting their funded entitlement across more than one setting, please nominate their main setting.

**6. Provider to complete:**

Additional charges: Government funding is intended to deliver 15 or 30 hours a week of free, high quality, flexible early education and care. The 15 or 30 hours must be able to be accessed free of charge to parents; that is, there must not be any mandatory charges for parents in relation to the free hours.

Government funding is not intended to cover the costs of meals, other consumables, additional hours or additional services. Providers can charge for consumables, meals and snacks, extra activities and additional hours provided they are not mandatory charges or a condition of accessing a place.

The costs of chargeable extras should be published on provider websites or, where they do not have any website, on local authority Family Information Services. These should be clear, up-to-date and easily accessible to parents, to enable parents to make an informed choice of provider.

	Mon	Tues	Wed	Thurs	Fri	Total weekly charge
<b>Additional charges for consumables or additional charges per day</b>	<b>NBW 60p</b> <b>NFT 60p</b>	<b>NBW 60p</b> <b>NFT 60p</b>	<b>NBW/NEW 30p</b> <b>NFT 60p</b> <b>NFT £6.00</b>	<b>NEW 60p</b> <b>NFT 60p</b>	<b>NEW 60p</b> <b>NFT 60p</b>	<b>NBW/NEW £1.50</b> <b>NFT £9.00</b>

Provide details of the charges made for consumables and additional services and itemised details of what these charges relate to:

A CHARGE IS MADE FOR FULL TIME CHILDREN TO COVER LUNCHTIME SUPERVISION ON A WEDNESDAY £6.00 PER WEEK.  
ALL PARENTS/CARERS ARE ASKED TO MAKE A CONTRIBUTION TOWARDS SNACKS (NBW/NEW £1.50 PER WEEK, NFT £3.00 PER WEEK). THE MONEY ALSO CONTRIBUTES TOWARDS PROVIDING ENHANCEMENTS TO THE CURRICULUM SUCH AS PURCHASING INGREDIENTS FOR PLAYDOUGH, SEEDS TO GROW VEGETABLES IN OUR GARDEN AND BOOKS LINKED TO CHILDREN'S INTEREST AND TOPICS.

**7. Parent/Carer/Guardian with legal responsibility declaration:**

Declaration: I (name) .....

of (address) .....

confirm that the information I have provided above is accurate and true. I understand and agree to the conditions set out in this document and I authorise Great Crosby Catholic Primary School to claim free entitlement funding as agreed above on behalf of my child. I understand that the data collected in this form will be shared with my chosen provider and local authority.

<b>Parent/Carer/Guardian with legal responsibility</b>	<b>Childcare provider</b>
Signed:	Signed:
Print name:	Print name:
Date:	Date:

Sefton County Council is collecting your data for the purposes of checking your eligibility for the free entitlements, Early Years Pupil Premium (EYPP) or Disability Access Fund (DAF), in accordance with its statutory functions under the Childcare Acts 2006 and 2016, and the School Standards and Framework Act 1998.

**Data Protection**

The Data Protection Act 2018 (the Act) puts in place certain safeguards regarding the use of personal data by organisations, including the Department for Education, local authorities, schools and other early education providers. The Act gives rights to those about whom data is held (known as data subjects), such as pupils, their parents and teachers. This includes:

- The right to know the types of data being held
- Why it is being held; and
- To whom it may be disclosed

Should you have any concerns relating to how your information or the information relating to your child/ren is being or will be used, please contact your provider or Sefton County Council. Please note that information about whether a child is in receipt of Disability Living Allowance is, under the Act, Special Category Data which should be handled appropriately. Providers are asked to pay particular note to advice from the Information Commissioner's Office on holding personal data including sensitive personal data available at:  
<https://ico.org.uk/for-organisations/uk-gdpr-guidance-and-resources/training-videos/handling-more-sensitive-information/>

For further information please see our Privacy Notice on the school website at  
<https://greatcrosbycatholicprimary.com> or contact the school office for a copy.