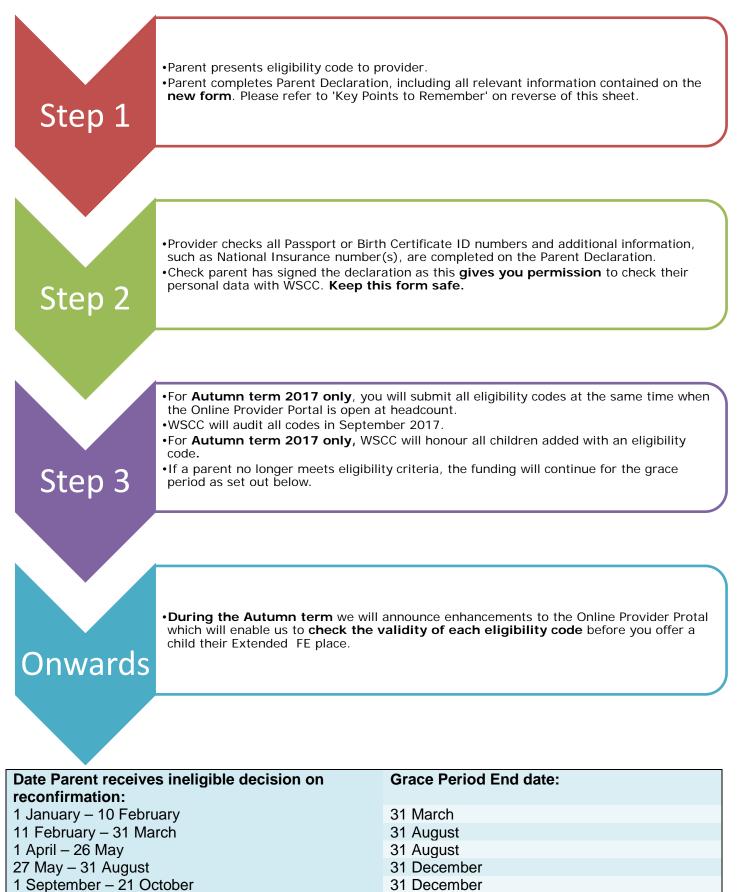
Extended Free Entitlement (FE) Provider Flowchart



May 2017



After the grace period, if the parent still does not meet the eligibility criteria, the child will no longer be able to access the Extended FE (30 hours), **but will still be able to receive the Universal FE (15 hours)** for all 3 and 4 year olds.

31 March

22 October – 31 December



Key Points to Remember

- The validity start date on an eligibility code is not the date the child can start claiming funding. A child can only start to claim funding the term after they turn 3 and the start of the term following the parents' receipt of their eligibility code from HMRC. See examples in the Operational Guidance: https://www.gov.uk/government/publications/30-hours-free-childcare-la-and-early-years-provider-quide
- Parents should apply for Extended FE on the <u>www.childcarechoices.gov.uk</u> the **term before they wish to use it**.
- After Autumn term 2017, please ensure you revisit the website for the most up-to-date Parent Declaration form at www.westsussex.gov.uk/ecsfreeentitlement
- Parents must indicate on the Parent Declaration form which provider is their Universal FE provider. This is parental choice and **cannot** be a condition of accessing FE, imposed by a provider.
- **Read all the broadcasts. Things are rapidly changing** and updates of what to do, and how to do it, will be communicated this way.
- Parents **must** reconfirm their eligibility online every three months or they will lose their funding (following the grace period).
- Parents may still have exceptional circumstances for claiming the Universal FE part way through the term, but **this is not the case for the Extended FE**. Extended FE can only be claimed from the beginning of the relevant term (as above).

I've got questions – what should I do?

- The WSCC webpages are currently being updated to include parent FAQs and guidance on how parents access the Extended FE – keep up to date with these at <u>www.westsussex.gov.uk/freechildcare</u>
- Email free.entitlement@westsussex.gov.uk
- Attend your local network meetings. These are an invaluable opportunity to discuss queries with your peers and an Early Years and Childcare Advisor.
- FAQs for settings are also being updated and will be available online soon.