

Extended Free Entitlement (FE) Provider Flowchart

Updated July 2017



Date Parent receives ineligible decision on reconfirmation:	Grace Period End date:
1 January – 10 February	31 March
11 February – 31 March	31 August
1 April – 26 May	31 August
27 May – 31 August	31 December
1 September – 21 October	31 December
22 October – 31 December	31 March

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.

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-1a-and-early-years-provider-guide>
- Parents should apply for Extended FE on the www.childcarechoices.gov.uk 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/ecsfreentitlement
- 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).

I've got questions – what should I do?

- The WSCC webpages now include updated setting and parent FAQs–
www.westsussex.gov.uk/freechildcare
- 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.