

## Signing up to offer the new Early Years Funded Entitlements

### Qualifications

Childminders are no longer required to hold a full and relevant level 3 qualification to offer Early Years Funded Entitlements (EYFE) for 2 Year Olds if they do not yet have an Ofsted grading. However, we encourage working towards gaining a full and relevant level 3 qualification if you do not already hold one.

This means you can sign up to offer EYFE if you do not hold a relevant level 3 qualification and have not yet had an Ofsted grading. However, there are still some restrictions relating to Ofsted gradings which are detailed in the [EYFE Provider Declaration](#).

### Documents required

When signing up, you will need to complete a Provider Declaration form, which can be requested by emailing [free.entitlement@westsussex.gov.uk](mailto:free.entitlement@westsussex.gov.uk). You will also need to complete a bank details form if you do not currently offer any funded places. These forms should be submitted alongside the following policy documents:

- admissions policy,
- pattern of delivery,
- example invoice which includes EYFE hours, and
- fee/funding policy (including policies on Early Years Pupil Premium and Disability Access Fund).

We will shortly be publishing a template funding policy along with template invoices. You can update this template with your own information or use it as a reference when writing your own policy. We will let you know when this is available via our newsletter.

### Deadlines and processing times

If you wish to offer EYFE from the Summer Term and submit your documents before **31 March 2024**, you will be able to offer funding from **15 April 2024**.

We usually check policy documents to ensure they are compliant with the Provider Declaration **prior** to approving a provider signing up to offer EYFE. In anticipation of a high volume of applications and to support providers in offering the new EYFE, we may approve providers before checking policy documents. In this case, we will check policy documents are compliant at a later date. Should any actions be identified by the Early Years Funding Team, you will need to make the necessary amendments in order to continue offering EYFE.