

**Brighton & Hove City Council
Early Years and Childcare (EYC)
Childcare Inclusion Fund
Information for Childcare Providers
September 2018**

Thank you for your interest in the Childcare Inclusion Fund. Please read the following eligibility criteria and guidance before completing the application form.

Childcare Inclusion Fund

Childcare inclusion funding is available to support children with special educational needs and disabilities (SEND) to attend Ofsted-registered childcare and childcare run by schools. The funding is intended to provide for changes to the childcare provision to make it possible for the child to attend. This might include changes to the building, specialist equipment, training for staff, more staff time or an additional member of staff.

Parents must pay the fee (if any) for attending the childcare.

Funding is strictly limited and so if applications exceed the amount available they may not be successful.

Eligibility

Any child with SEND and needs additional support to attend childcare may be eligible provided they:

- have an Education, Health and Care Plan (EHCP) or a statement of SEND, and/or
- are in receipt of Disability Living Allowance

The child must be resident in Brighton & Hove and aged under 18.

Amount of funding

Inclusion funding is offered at two levels: up to £1,800 a year for parents who are not working or training, and a higher level of up to £3,600 a year for parents who are in work, or undertaking education or training leading to work, and have childcare needs. In the case of a two parent family both parents must be working or training at the time they use the childcare. Parents who wish to apply for this higher level of funding must provide evidence that they are working/training, for example pay slips.

The year runs from April to March. The maximum hourly rate childcare providers can apply for where a child needs one to one support is £10 per hour including on-costs which equates to 180/360 hours childcare for the year. Parents must recognise that funding will not be sufficient to pay for inclusion support for all year round childcare.

The maximum level of funding applies across all settings, and so if the child receives childcare from more than one provider this will be taken into account in subsequent

applications. Parents and providers are responsible for taking this into account when making an application for inclusion funding.

Inclusion funding includes the summer, Christmas, Easter and all half term holidays, and so if a child is attending a holiday play scheme as well as an after-school club this will be taken into account in the maximum amount allowed.

Type of childcare

The funding can support a child to attend Ofsted-registered childcare or childcare run by schools. Childcare which is run by schools under their own Ofsted registration must be offered for two or more hours a day at the end of the school day and for at least three days a week. The childcare must be in Brighton & Hove.

Inclusion funding is not available to support children to attend after school activities run by schools (such as activity clubs) or by organisations which are not registered with Ofsted (for example football clubs or Brownies).

Application process

New applications should be made jointly by the childcare provider and parent. The application must be completed **in full** after consultation between the provider and parent, and signed by both.

Providers must make sure that parents are aware of the criteria and application process for the funding, in particular the maximum amount allowed.

Providers must confirm that they have seen evidence that the parent is working and must inform EYC if they become aware that the parents' circumstances have changed.

Applications can be made any time and decisions are usually made within two weeks.

If successful the funding will be paid to the childcare provider on a termly basis upon receipt of signed terms and conditions from the childcare provider.

Payments

- Payments to providers will be made termly for hours claimed at after-school clubs.
- Payments to providers for hours claimed at holiday playschemes (summer, Christmas, Easter and all half terms) will be made separately.

Payments for attendance at playschemes in the Easter, summer and Christmas holidays may be included in the application or made separately, depending on the child's pattern of attendance. As noted above the funding for playscheme attendance is included in the total amount of funding available per child.

Repeat applications

Repeat applications may be submitted at the start of each term on a shorter form which confirms that the parent(s) and child's circumstances and pattern of attendance have not changed.

Monitoring and review

All successful applications are subject to monitoring and review. This will include a visit by an EYC development officer to the setting to meet the child, support worker and look at their inclusion.

In addition monitoring and evaluation data as specified when funding is confirmed must be provided to EYC.

Any unspent funding will need to be paid back and so providers must inform EYC if there are any changes to what is being funded, or if the child stops attending.

For further advice and information please contact
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