

Disability Access Fund Information for Early Years and Childcare Providers and Professionals

1. Introduction

1.1 The Disability Access Fund (DAF) was introduced in April 2017 and is a one-off annual payment to childcare providers for eligible three and four year olds receiving their early years free entitlement (EYFE).

1.2 The purpose of the DAF is to assist children with special educational needs and disabilities (SEND) to access their EYFE. It will help providers to make changes to their provision to accommodate children with SEND.

1.3 In addition to the DAF there is also additional support funding for children with SEND; payment of DAF will not affect children's eligibility for additional support. Separate guidance on the SEND additional support is available on our [EYFE webpage](#)

2. DAF amount

2.1 The DAF is an annual payment of £615.

3. Eligibility

3.1 Those eligible are children in receipt of Disability Living Allowance (DLA). As with universal EYFE, eligibility is from the term after the child's third birthday. Children do not have to take up all their EYFE hours to be eligible for the DAF.

3.2 Four year olds who are in primary school reception classes are not eligible for the DAF.

4. Identifying Eligible Children

4.1 Early years providers are responsible for identifying eligible children. From September 2017 receipt of DLA has been included on the Parental Declaration form.

4.2 Parents whose child is in receipt of DLA should provide a copy of the award letter to their provider who should post a copy to: Brighton & Hove City Council (BHCC) at: EYC, 1st Floor, Hove Town Hall, Norton Road, Hove BN3 3BQ

5. Payment to Early Years Providers

5.1 Payment is a single annual payment. Information will be collected from childcare providers as part of the headcount each term and the payment will follow

5.2 If a child moves setting within the year the new setting will not get a DAF payment, and the original setting will not have to pass on DAF payment to the new setting. The new setting will have to wait until the start of the following year. The original setting will not have to repay the DAF.

5.3 DAF will only be paid to one provider. If a child eligible for the DAF is splitting their EYFE across more than one provider BHCC will ask the parent to nominate the main setting and this is where BHCC will pay the DAF.

5.4 Where a child is attending more than one setting early years providers will be encouraged to discuss with the parent and each other where the DAF is best used for the benefit of the child.

5.5 BHCC will pay the DAF for any eligible children taking up their EYFE in the city, regardless of the child's home address.

6. DAF Expenditure

6.1 Providers should ensure that the DAF aids the access of the child with SEND to their early years place, for example by making reasonable adjustments to their setting and/or helping to build capacity, whether that is for the child in question or for the benefit of children as a whole attending the setting.

6.2 The DAF may be used to pay for staff training to support a child's specific needs. BHCC may not fund training where children are in receipt of DAF from its SEND additional support fund.

6.3 If a child needs a piece of specialist equipment to attend a setting, for example a special chair, the DAF should contribute to this.

7. Information for Parents

7.1 Information about the DAF will be included in BHCC's local offer pages.

7.2 Because the DAF is a one-off payment providers should make parents aware that it will not move if the child moves setting within the year.

Vicky Jenkins
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