

BRIGHTON & HOVE CITY COUNCIL

EARLY YEARS PUPIL PREMIUM

INFORMATION FOR EARLY YEARS PROVIDERS IN THE PRIVATE, VOLUNTARY AND INDEPENDENT SECTORS

July 2018

1. Introduction

- The Early Years Pupil Premium (EYPP) is additional funding for early years childcare providers to support the development, learning and care for three and four year old children from families in receipt of out of work benefits or if they are looked after or have left the care of the Local Authority through adoption or special guardianship. This funding should be used to enhance the quality of the child's early years' experience by improving the provision and facilities and resources, with the aim of impacting positively on their progress and development.
- EYPP amounts to £300 per child per year where a child attends for their Early Years Free Entitlement (EYFE).
- Children must receive EYFE in order to attract EYPP funding. A child does not have to take their maximum EYFE hours in order to get EYPP as it will be paid pro-rata for those taking fewer hours.
- Children are eligible for EYPP from the start of the term after their third birthday.

2. Provider Eligibility

- All early years childcare providers who offer EYFE in Brighton & Hove can claim EYPP for eligible children. This includes maintained school nursery classes, pre-schools, playgroups, nurseries, nursery schools and childminders.
- If a provider receives an "inadequate" Ofsted judgement we are not permitted to fund EYFE, and consequently will not pay EYPP.

3. Information for Parents

- BHCC has produced a sample letter, available on our [EYFE webpage](#) for you to give to parents informing them about EYPP. It is hoped that this will encourage parents to give you the information needed so that EYPP eligibility can be checked.

4. Child Eligibility – Income-Based

Children are eligible if their parent/guardian receives one of the following benefits:

- Income Support
- Income-based Jobseekers Allowance
- Income-related Employment and Support Allowance
- Universal Credit
- Support from the National Asylum Support Service under part 6 of the Immigration and Asylum Act 1999
- The guarantee element of State Pension Credit
- Child Tax Credit (with no Working Tax Credit) with an annual income of no more than £16,190
- Working Tax Credit run-on

Some children who received EYFE in your setting from the age of two will become eligible for EYPP from the term after their third birthday. The two year olds who received EYFE who **will not**

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be eligible are those who received EYFE because either their family was in receipt of Working Tax Credit, or because their child was disabled.

5. Child Eligibility – Other

Children are also eligible if:

- they have been in local authority care for one day or more in England or Wales
- they have been adopted from care in England or Wales
- they have left care under a special guardianship/residence order in England or Wales

Unlike EYFE for two year olds, disabled children are not eligible for EYPP

6. Checking Children's Eligibility – Provider Role

- BHCC uses a web-based system, the [Synergy on-line Provider Portal](#) for providers to submit all information required to claim EYFE funding – including EYPP
- Providers should use the EYFE Parental Declaration Form, available on our [EYFE webpage](#) to collect the required information from families, **Section 3** of the form specifically refers to EYPP
- To claim under income-based criteria (section 4 above) providers must have the parents' full name; date of birth; National Insurance(NI) or National Asylum Support Service (NASS) number.
- To claim under non-economic criteria (section 5 above) providers must have confirmed evidence from the parent/guardian of the child's status. Parents of will need show a copy of the adoption certificate or a copy of the special guardianship/residence order if they have left care under these circumstances
- Children who are in local authority care are also eligible for the EYPP. If you have a child attending with you, who you know is looked after by the local authority please ensure you inform us, we will ensure you receive EYPP for these children.
- Providers should follow the termly guidance issued by BHCC regarding submission of headcount details, which includes how to submit parental EYPP information. Eligibility for EYPP can only be checked by BHCC if **ALL** the information from the parent/guardian is submitted

7. Checking Children's Eligibility –BHCC Role

- Once the headcount details have been received by the early years finance team, we will check eligibility for EYPP via the government's Eligibility Checking System (the ECS). The confirmed list of eligible children will be provided with your EYPP payment.

8. Payment of EYPP

- EYPP will be paid to you in the form of a grant once a term. Where a child attends more than one setting, or attends for fewer than 570 hours a year, EYPP will be paid on a pro-rata basis.
- The government is clear that EYPP should follow the child. Therefore if an EYPP eligible child moves from your setting mid-term the EYPP for the remainder of the term may be recovered from you and reallocated to the new setting.

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9. **Backdated Payments**

- If you can demonstrate that a child was eligible for EYPP in the summer term but no payment was made we can look at making a backdated payment this term. It will be up to you to provide evidence to support a case for a backdated payment.

10. **Family Change of Circumstances**

- If a family's circumstances change, for example the parent(s) find work and are no longer in receipt of benefits, the child will retain eligibility for EYPP until the autumn headcount day of the year in which the child becomes four when all children are re-checked.

11. **Your EYPP Accountability**

- Ofsted will look at how you are using your EYPP and how effective this is as part of its inspection of your setting. There is information and guidance available on our [webpage effective use of EYPP](#)

12. **Keeping Parents Informed**

- You should let parents know if their child has been confirmed as eligible for EYPP and how you spend the EYPP.

13. **Storing Data Securely**

- All data provided to you by parents to must be secured securely and in accordance with the General Data Protection Regulations

14. **Contact details**

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