

**DETAILS REQUIRED TO CLAIM FUNDED ENTITLEMENTS, EARLY YEARS PUPIL  
PREMIUM AND DISABILITY ACCESS FUND**

**CHILD'S DETAILS**

<b>Child's Legal Family Name:</b>		<b>Child's Legal Forename(s):</b>	
<b>Name by which the child is known (if different from above)</b>			
<b>Date of Birth:</b>		<b>Male/Female:</b>	
<b>Address:</b>			
<b>Post Code:</b>			
<b>Documentary proof of DOB Type (e.g., Birth Certificate, Passport):</b>		<b>Document recorded by (Name of staff member):</b>	
<b>Date document recorded: (dd/mm/yyyy):</b>			
<b>Parent date of birth (dd/mm/yyyy):</b>		<b>Parents Surname:</b>	
<b>Parent National Insurance Number/NASS Number:</b>		<b>If applicable, Working Families 11-digit eligibility code:</b>	

**SETTING AND ATTENDANCE DETAILS**

- You need to agree and complete this declaration form with each setting your child attends for their early education entitlement of 15 or 30 hours per week to ensure that funding is paid fairly between them.
- Your child can attend a maximum of 2 sites in a single day and if your child attends more than 1 setting we will split the funding fairly between the settings.

<b>Setting Name(s)</b>	<b>Please enter total free entitlement hours attended per day.</b>					<b>Total number of hours per week</b>	<b>Number of weeks per years (e.g., 38, 45, 51)</b>
	<b>Mon</b>	<b>Tues</b>	<b>Wed</b>	<b>Thurs</b>	<b>Fri</b>		
<b>A</b>							
<b>B</b>							
<b>C</b>							
<b>Total Daily Free Hours Attended:</b>							

## 2-YEAR-OLD ENTITLEMENT

For families in England, receiving some additional forms of government support children aged 2 years can access 15 hours of childcare or early education for 38 weeks (up to 570 hours per year), that you can use flexibly with one or more providers. For further information visit <https://www.gov.uk/help-with-childcare-costs/free-childcare-2-year-olds>

## EARLY YEARS PUPIL PREMIUM (EYPP)

The Early Years Pupil Premium (EYPP) is an additional sum of money paid to childcare providers for children of families in receipt of certain benefits (please see web address above). This funding will be used to enhance the quality of their early years' experience by improving the teaching and learning and facilities and resources, with the aim of impacting positively on your child's progress and development. For more information, please speak to your childcare provider and/or visit: <https://www.gov.uk/guidance/early-years-pupil-premium-guide-for-local-authorities>

## DISABILITY ACCESS FUND DECLARATION

Funded children who are in receipt of child Disability Living Allowance and are receiving the free entitlement are eligible for the Disability Access Fund (DAF). DAF is paid to the child's early years setting as a fixed annual rate. For further information visit: <https://www.gov.uk/disability-living-allowance-children/overview>

Is your child eligible and in receipt of Disability Living Allowance (DLA)?:

<input type="checkbox"/>	Yes
<input type="checkbox"/>	No

***If your child is splitting their free entitlement across two or more providers, please nominate the main setting where the local authority should pay the DAF:***

## DATA PROTECTION

Northumberland County Council takes privacy seriously and will only use the personal data provided as part of this form to administer early years funding and provide the School Readiness Passport and associated services. This is an opt-in process, and you are legally entitled to withdraw your consent or exercise your individual rights at any time. You can opt out at any point by contacting: [Earlyyearsteam@northumberland.gov.uk](mailto:Earlyyearsteam@northumberland.gov.uk).

More information about how Northumberland County Council processes your personal data can be found in the [Northumberland Early years Team Privacy Notice](#)

## DECLARATION:

**I (Name):** \_\_\_\_\_

**of (Address):** \_\_\_\_\_

confirm that the information I have provided on this form is accurate and true. I understand and agree the following:



1. I have read, noted and understood the information provided to me as part of this document.
2. I understand and agree to the conditions set out in this document and I authorise (Name Of Provider/s) \_\_\_\_\_ to claim free entitlement funding as agreed above on behalf of my child.
3. I understand and agree that my information will be processed by Northumberland County Council in accordance with the UK GDPR and UK Data Protection Act and that I can withdraw my consent or exercise any of my individual rights at any time.
4. I understand and agree that the information I have provided can be shared with the Authority and Department for Education, who will access information from other government departments to confirm my child's eligibility and enable this provider to claim 2-Year-Old Entitlement, Early Years Pupil Premium (EYPP) and/or Disability Access Fund (DAF) on behalf of my child.

Parent/Carer/Guardian with legal responsibility		Childcare Provider	
Signed:		Signed:	
Print Name:		Print Name:	
Date:		Date:	