



To all PVI's

Kent County Council  
**Management Information (CYPE)**  
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Our ref: PVI/2018-2019  
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Dear Colleague

### **PVI Calendar and Stretched Funding Update - 2018/2019**

The PVI calendar for September 2018 to August 2019 will be available on KELSI from Monday 16<sup>th</sup> April 2018. Please be aware that if you offer stretched funding there are changes to the way you will claim for this funding from September 2018.

Management Information and the Early Years team have reviewed the stretched funding and how it has been claimed in Synergy since September 2017 and have developed these changes to alleviate issues relating to Synergy, funding and payments. We hope that these two options make claiming stretched funding easier.

For Stretched funding you will now have two choices in how to claim:

Option 1. Claim the funding as non-stretched (over 38 weeks) on Synergy and stretch it yourselves with the parent.

Option 2. Claim the stretched funding over 48 weeks per year.

With **option 1** you will claim all the hours you wish to claim for the term as non-stretched funding for the child and then use the stretched calculator and tracker (available on KELSI) to calculate the correct stretched hours to give the child and ensure the parents are invoiced correctly each term. This way it ensures you receive the full amounts funding entitled for the term and prevents the child's funding being capped in their final funded term.

With **option 2** you will claim the stretched funding for 48 weeks per year (as you may have done in the past). To assist with this the sample term dates calendar (available on KELSI) will have purple closure dates and yellow bank holiday dates you can enter on Synergy, on the 'Termly Funding Dates' tab, to ensure you are claiming the correct amount of funding for each child each term. Please be aware that you can press the 'weekends' button and this will automatically add the weekend closures, so you will only need to enter the remaining closure dates manually. If you chose this

option, you must also remember to tick that the child is stretching their funding at headcount week when entering their hours in Synergy.

If you are a maintained nursery unit (MNU) or a PVI setting on a school site that is forced to close for the same dates as the school, please claim the funding in Synergy in line with the non-stretched weeks. This will mean that you will need to 'borrow' a week from Spring term to offer in Summer term for funding purposes.

The PVI calendar, sample term dates calendars, stretched calculator and tracker will be available on the KELSI website:

<http://www.kelsi.org.uk/school-management/data-and-reporting/management-information/early-years-free-entitlement>

If you require any further information with regards to funding, please do not hesitate to contact Management Information on 03000 422828 or email [eyfe@kent.gov.uk](mailto:eyfe@kent.gov.uk).

Yours sincerely



Chaileigh Thorne  
**Management Information Officer**