

Further guidance on submitting a FEE submission and EY Census return

On the 14th January 2021 the Department for Education released 'Coronavirus-related support for submitting an Early Years Census 2021 return' guidance. This document is designed to supplement the [Early Years Census 2021 Guidance](#) in order to support early years providers and local authorities to make their returns accurately and consistently. It is also used to define on what basis children can be claimed for in Spring Term 2021.

Please find below a summary outlining who can or cannot submit a headcount and census return. For detailed guidance please refer to the supplementary guidance sent by the Education People 14th January 2021.

This guidance will be broken down to two sections;

- [Can I submit a FEE claim and EY Census return?](#)
- [Who can I claim for on my FEE and EY Census return?](#)

Can I submit a FEE claim and EY Census return?

You **can** make a submission if;

- You are planning to remain open throughout Spring 2021
- You have an agreement to close from the Education people following the assessment against the Barriers and Solutions exercise

If you have closed during Spring 2021, there are a few exceptions that will allow you to submit a FEE submission and EY Census return for Spring 2021;

- You are unable to access your premises due to COVID-19.
- You have had to close due to staff illness.
- You have had to close due to staff self-isolating, as they or a family member has caught COVID-19.
- You have had to close due to staff self-isolating as they are defined as Critically Extremely Vulnerable and have received a letter from their GP or the NHS.
- You are an ECM and meet the additional criteria set out in the Barriers and Solutions exercise

If you meet the above criteria, please proceed to the next section [Who can I claim for on my FEE and EY Census return?](#)

You **cannot** make a submission if you have closed due to;

- Low take-up of FEE funding (Limited anticipated attendance)
- Staff shortages where absent staff;
 - Do **not** have Covid-19 in the household
 - Are not themselves Critically Extremely Vulnerable
 - Are isolating due to having a family member who is CEV.

If you have closed due to the above reasons and decide to re-open from the start of EY Census week; Monday 18th January 2021, you will be funded from that week.

Who can I claim for on my FEE and EY Census Return?

3&4 Year old funding, including 30 hour entitlement.

You can include a child in your return if;

- They are self-isolating due to exposure to coronavirus (usually a period of 10 days) in census week.
- They are ill in census week.
- They are absent due to parent/guardian caution (fear of child catching coronavirus), if the provider remains open to the child and they have not altered their parental declaration relating to expected hours with the provider.
- They are absent due to parent/guardian choosing to care for child at home, only if the provider remains open to the child and the parent/guardian has not altered their parental declaration relating to expected hours with the provider.
- They are clinically extremely vulnerable and is therefore shielding in line with government advice.
- The place is genuinely available, i.e the staff required to deliver this place has not been furloughed.

You cannot include a child in your return if;

- The child is unable to attend their usual PVI provider due to restrictions on attendance made by the provider.
- The parent has given you notice by 18/01/2021 that they do not wish to attend your setting for Spring 2021.

In **all** cases where you wish to claim FEE funding, you must have a signed parental declaration form or email/text signed by 18/01/2021. This **must** reflect the parents wishes as of headcount week.

Free for Two claims

You can include an eligible child if;

- They are self-isolating due to exposure to coronavirus (usually a period of 10 days) in census week.
- They are ill in census week.
- They are absent due to parent/guardian caution (fear of child catching coronavirus), if the provider remains open to the child and they have not altered their parental declaration relating to expected hours with the provider. This includes parent/guardian caution when a member of the household is Clinically Extremely vulnerable.
- They are absent due to parent/guardian choosing to care for child at home, only if the provider remains open to the child and the parent/guardian has not altered their parental declaration relating to expected hours with the provider.
- They are clinically extremely vulnerable and is therefore shielding in line with government advice.
- The place is genuinely available, i.e the staff required to deliver this place has not been furloughed.

You cannot include a child in your return if;

- The child is unable to attend their usual PVI provider due to restrictions on attendance made by the provider.
- The parent has given you notice of their permanent withdrawal of the setting.

In **all** cases where you wish to claim FEE funding, you must have a signed parental declaration form or email/text signed by their start date at the setting, presuming that they are eligible for FF2.