

### Funding Periods

	From	To
Autumn 2018	1 <sup>st</sup> September 2018	31 <sup>st</sup> December 2018
Spring 2019	1 <sup>st</sup> January 2019	14 <sup>th</sup> April 2019
Summer 2019	15 <sup>th</sup> April 2019	31 <sup>st</sup> August 2019

Please be aware that a child can claim a maximum of 570 hours of Free Early Education (universal entitlement) in a funding year and, if eligible, a further 570 hours of free childcare (extended entitlement). A child's funding year starts the term after their 3<sup>rd</sup> birthday in line with the table below:

Child First Becomes Eligible for Funding	Children Born in Period	Terms Included in the Funding Year
September (Autumn Term)	1 <sup>st</sup> April to 31 <sup>st</sup> August	Autumn, Spring & Summer
January (Spring Term)	1 <sup>st</sup> September to 31 <sup>st</sup> December	Spring, Summer & Autumn
April (Summer Term)	1 <sup>st</sup> January to 31 <sup>st</sup> March	Summer, Autumn & Spring

### Funded Weeks

In line with the Kent Provider Agreement, Providers can now offer a non-stretched or stretched pattern or both. However, where providers are unable to open for the 38 weeks and this has been agreed with KCC, the provider must ensure that parents are made aware prior to taking up their place that they will not be able to access their full free entitlement with them.

#### Funding over 38 weeks - Non Stretched

up to 15 hours per week

Autumn 2018	<b>14 weeks</b>	<b>210</b> hours
Spring 2019	<b>11 weeks</b>	<b>165</b> hours
Summer 2019	<b>13 weeks</b>	<b>195</b> hours

#### Funding over 48 weeks - Stretched

up to 12 hours per week

Autumn 2018	<b>16 weeks</b>	<b>192</b> hours
Spring 2019	<b>14 weeks</b>	<b>168</b> hours
Summer 2019	<b>18 weeks</b>	<b>216</b> hours

#### Settings offering Stretched funding

In the case of a parent taking up the 'stretched' offer, they must be made aware that they may exceed their free early education hours and be given the option of either (a) removing their child from the setting or (b) paying for the additional hours. Under no circumstances can you insist that the parent pays; they must have the option to remove their child if this best suits their circumstances. The terms around these extra hours must be agreed between yourself and the parent at the time they sign the Parental Declaration. Please be aware that the choice of whether to stretch the funding is up to each Provider and is not obligatory.

**Should you wish to stretch funding between 38 or 48 weeks or 48 weeks plus please, claim the funding over 38 or 48 weeks per year via Synergy and then stretch the funding yourselves with the parent. There is a calculator available on KELSI to convert non-stretched hours to stretched. You will also be required to track these children on the stretched tracker for audit purposes which is also available to download from KELSI. These tools are only required to be used if you are stretching funding outside of the 38 or 48 week pattern.**

There are 2 sample calendars on KELSI to assist you with working out your term dates. When stretching funding for a child for 48 weeks you **must** remember to tick that the child is stretched at headcount in Synergy and check the weeks you are claiming for are correct.

Providers should be aware that the universal and extended funding will be capped at 570 hours each a year (the maximum number of hours the Department for Education fund Local Authorities) so Management Information will deduct any overclaimed hours in the final term of the funding year.

### Estimate Data Collection period for 3 and 4 Year Old Funding

Spring 2019: Friday 16<sup>th</sup> November – Tuesday 27<sup>th</sup> November 2018

Summer 2019: Friday 8<sup>th</sup> March – Tuesday 19<sup>th</sup> March 2019

Autumn 2019: Friday 28<sup>th</sup> June – Tuesday 9<sup>th</sup> July 2019

Interim payments will be paid at 50% of the termly hours submitted

### Headcount Weeks for 3 and 4 Year Old Funding

Autumn 2018: Monday 10<sup>th</sup> September – Friday 14<sup>th</sup> September 2018

Spring 2019: Monday 14<sup>th</sup> January – Friday 18<sup>th</sup> January 2019

Summer 2019: Monday 29<sup>th</sup> April – Friday 3<sup>rd</sup> May 2019

### Payment Dates for 3 and 4 Year Old Funding

Autumn 2018: Interim: W/C Monday 3<sup>rd</sup> September 2018  
Balancing: W/C Monday 29<sup>th</sup> October 2018

Spring 2019: Interim: W/C Thursday 3<sup>rd</sup> January 2019  
Balancing: W/C Monday 25<sup>th</sup> February 2019

Summer 2019: Interim: W/C Tuesday 23<sup>rd</sup> April 2019  
Balancing: W/C Monday 3<sup>rd</sup> June 2019

Term	3 Year Olds	4 Year Olds	Whole DOB Range
Autumn 18	01/09/2014 to 31/08/2015	01/09/2013 to 31/08/2014	01/09/2013 to 31/08/2015
Spring 19	01/01/2015 to 31/12/2015	01/01/2014 to 31/12/2014	01/01/2014 to 31/12/2015
Summer 19	01/04/2015 to 31/03/2016	01/04/2014 to 31/03/2015	01/04/2014 to 31/03/2016
Autumn 19	01/09/2015 to 31/08/2016	01/09/2014 to 31/08/2015	01/09/2014 to 31/08/2016

### Compliance Visits

KCC, its agents or any person authorized by KCC, will carry out annual sample checks and/or audits on all registered childcare providers to ensure compliance with the requirements of Free Early Education funding. KCC, its agents or any person authorized by KCC, will also carry out checks as a result of a complaint or concern.