



PARENT DECLARATION FORM for FREE EARLY EDUCATION ENTITLEMENT (FEEE)

Funding for 2, 3 & 4 year olds **Please read these notes before filling in this form:**

Completion of this form is a requirement before your Early Education Funding Provider can claim Early Education Funding for your child. Information provided on this form may be shared within the council and with relevant childcare providers, to ensure the entitlement is accessed in accordance with the grant terms and conditions.

Section A: Child

Surname _____ First Name _____

Address _____

Post Code _____ Date of Birth _____ Place of Birth _____

Gender Male Female Ethnic Code (see below) _____

For Provider Use Only (please attach photocopy of one of the documents below, to this agreement. Settings are advised to black out all sensitive information except the name and DOB of the child)

Birth Date Record verified: Birth Certificate Passport Other (please specify) _____

Section B: Details of Parent/Guardian/Carer requesting the place

Surname _____ First Name _____

Relationship to Child _____ Ethnic Code (see below) _____

Address _____

County _____ Post Code _____ Telephone No. _____

Are you a Lone Parent Living with your partner *(if yes, please complete the section below)*

Are you Employed Unemployed

Section C: 2nd Parent/Guardian Details

Surname _____ First Name _____

Relationship to Child _____ Ethnic Code (see below) _____

Address _____

County _____ Post Code _____ Telephone No. _____

Are you Living with your partner

Are you Employed Unemployed



Please Complete **Section D** if your child attends one provider only, then sign **Statement 1**

Please Complete **Section D and E** if your child attends two providers, then sign **Statement 2**

Section D: 1st Provider Details

Provider Name _____ Ofsted URN No. _____

Address _____ Post Code _____

Work Telephone No. _____ Work Email _____

Statement 1:

I confirm that my child does not access a free place with another provider in London Borough of Waltham Forest Council or with a provider in another Local Authority. I confirm I have read, understood and agree to the conditions of the flexible entitlement eligibility and funding.

I confirm that the above child will access their free entitlement through one provider:

Date child started at Provider _____ Parent Signature _____ Date _____

Section E: 2nd Provider Details

Provider Name _____ Ofsted URN No. _____

Address _____ Post Code _____

Work Telephone No. _____ Work Email _____

Statement 2: (If the child is claiming the free entitlement with more than one provider.

The total claim must not exceed 15 hours per week if taken over 38 weeks.)

I confirm that the above child will access their free entitlement through two providers

	Monday	Tuesday	Wednesday	Thursday	Friday
	Start - Finish	Start - Finish	Start - Finish	Start - Finish	Start - Finish
Provider 1					
Provider 2					

Statement 1:

I confirm I have read, understood and agree to the conditions of the flexible entitlement eligibility and funding.

Date child started at Provider 1 _____ Parent Signature _____ Date _____

Date child left Provider 1 _____ Parent Signature _____ Date _____

Date child started at Provider 2 _____ Parent Signature _____ Date _____

Date child left Provider 2 _____ Parent Signature _____ Date _____



Parent Information

Funding eligibility: FEEE place for a 2 year old child

Eligibility criteria for a place

A 2 year old child will be entitled to a 2 year old FEEE place at a **Waltham Forest approved 2 yr FEEE Childcare provider** if they meet the eligibility for free school meals criteria.

Free School Meals eligibility criteria:

one or both of the parents/carers get one of the following benefits:

- Income Support
- Income-based Job Seeker's Allowance
- Income-related Employment and Support Allowance
- The Guarantee Credit element of State Pension Credit
- Support from the National Asylum Support Service (NASS)
- Support from the local authority Social Services Asylum Team (SSAT)
- Child Tax Credit, provided that:

o you are not entitled to Working Tax Credit (but see below), and

o your annual income (as assessed by Her Majesty's Revenue and Customs) is £16,190 or less

- Working Tax Credit (but only for four weeks after your employment finishes)

Parent/Carer will need to provide documentary evidence of meeting the above criteria by providing documentary evidence (a copy of a benefits letter will be fine) which must be attached to the signed parental declaration

Funding Eligibility: 3&4 year old place

All children are eligible for an FEEE place from the beginning of the month after they turn 3

Funding conditions for 2,3 & 4 year old places:

1. The Free Early Education Entitlement is free at the point of delivery and the provider cannot charge for it.
2. Your child may access the full entitlement of 15 hours per week maximum, over 38 weeks a year; or 570 hours per year over more than 38 weeks e.g. 11 hours per week over 52 weeks.
3. To access the full entitlement 2, 3 & 4 year old children must attend a min of 2 days per weeks.
4. You may wish to use a provider for additional services over and above the free entitlement however; access to the free entitlement is not conditional on buying additional hours. Parents will be liable for paying all additional services over and above the free entitlement.
5. The total free early education entitlement can be accessed at no more than two childcare providers. If you are accessing the entitlement across two providers, you must inform both providers where you wish to claim funded hours.
6. If your child has been offered, or is attending, or you have accepted a childcare place in a London Borough of Waltham Forest Maintained Nursery Class or Reception Class, you will not be eligible for funding.
7. We will require original documents such as passport or birth certificates to be presented in order to verify the child/rens eligibility to access the grant. Copies of these documents will be kept on site for audit purposes, in line with the Data Protection Act and our confidentiality policy.

Consent to share contact details

Waltham Forest will share your contact details internally and pass them onto your local Children's Centre in order for you to be contacted and provided with information on play, support and advice services that are available to you. If you do not wish your details to be passed on, please tick here: