# Application for 30 hours free childcare for foster children

This form is only for foster carers. If you are applying for your own children, please visit [www.childcarechoices.org.uk](http://www.childcarechoices.org.uk)

**Eligibility Criteria:**

* Worcestershire is the Corporate Parent of the child; if the corporate parent is another Local Authority, you must contact them for an application form (even if you intend to use childcare based in Worcestershire).
* It is in the child’s care plan that attending a childcare setting for more than (the universal) 15 hours per week is in their best interests.
* All foster parents in the household are working outside of fostering, or if a couple, at least one foster parent is working and the other parent is in receipt of a qualifying benefit:
	+ They must be working, but earn less than £100,000 per year or;
	+ One foster parent must be working (as above) and the other foster parent must be in receipt of Incapacity Benefit, Severe Disablement Allowance, Carer’s Allowance, Limited Capability for Work Benefit or contribution-based Employment and Support Allowance
* The foster parents are British/Irish nationals or have a visa allowing them to have access to public funds.
* The foster parents live in England.
* Non-foster parents within the household must be:
	+ Working and earning the equivalent of 16 hours per week at the minimum/national living wage and;
	+ Earning less than £100,000 per year and;
	+ Be an British/Irish national or have a visa allowing them to have access to public funds.

**Before applying:**

* Speak to both your social worker and your child’s social worker and confirm that the 30-hour childcare offer is consistent with the child’s care plan.
* Complete this application form with your supervising social worker, attach the required evidence and sign before submitting it to the Early Years Systems Team.

**After applying:**

* Once the application has been received, you will be contacted by EYCSystems@worcschildrenfirst.org.uk to confirm if your foster child is eligible for the additional 15 hours per week (30 Hours Childcare)
* If your child is eligible, you will receive an 11 digit code to give to your foster child’s childcare setting.
* The funded hours can be accessed from the funding term after the child’s 3rd birthday (1st January, 1st April and 1st September).
* Once you have received the 30 Hours Code, you can use it with any childcare setting registered to offer funded provision within England.
* Your 30 Hours Code will need to be renewed with Worcestershire Children First every 3 months. If your circumstances change, your child may stop being eligible; they will be able to access the additional hours until the end of the Grace Period, which is usually the end of the funding term (31st March, 31st August and 31st December).
* If you have any issues with the code or application, please contact EYCSystems@worcschildrenfirst.org.uk for support.

## Section 1 – About You

* 1. **Your details**

|  |  |
| --- | --- |
| **Title** |  |
| **First name** |  |
| **Last name** |  |
| **Date of birth** (DD/MM/YYYY) |  |
| **National Insurance number** |  |
| **Address** |  |
| **Postcode** |  |
| **Email address** |  |

**1.2 Are you a foster parent of the children named in this form?**

Yes

No

**1.3 Do you and the children live in England?**

Yes

No

If no, speak to your local council about what childcare schemes are available in your area.

**1.4 Are you a British/Irish national?**

Yes

No

**1.5 If no to question 1.4:**

 Have you acquired settled or pre-settled status through the EU Settlement Scheme (EUSS)

Have you made an application through the EUSS and are waiting for a decision, or

Are you appealing a decision on your EUSS application.

|  |
| --- |
| **Evidence of this status must be submitted with the application form.** |

**1.6 Are you subject to immigration rules that prevent you from receiving public funds?**

Yes

No

## Section 2 – Your Employment Details

**2.1 Are you employed or self-employed outside your fostering responsibilities?**

Yes

No

You can still answer yes if you are not currently working. For example, you are on parental leave or sick leave, or expect to start or re-start work in the next 31 days.

|  |
| --- |
| **Evidence of employment within the last 3 months outside of fostering must be submitted with this application form. For example, a copy of a payslip or contract of employment, or self-employed evidence in the form of your most recent tax return summary.**  |

**2.2. Do you expect to earn more than £100,000 in this tax year (April to March)?**

Yes

No

*If your income is over this amount, you cannot get 30 hours free childcare.*

**2.3 If you are not employed outside your fostering responsibilities, select any that apply to you:**

 For Universal Credit purposes, I am assessed as having limited capability for work

 I receive National Insurance credits because of incapacity or limited capability for work

 I receive a Carer’s Allowance

 I receive an Employment and Support Allowance

 I receive Incapacity Benefit

 I receive a Severe Disablement Allowance

**If you get one of these benefits you may still be able to get 30 hours free childcare if you have a partner who holds additional employment outside their role as foster carer.**

|  |
| --- |
| **Evidence of benefits received must be submitted with this application form.** |

**2.4 Do you have a partner who lives with you?**

Yes

No

A person is your partner if you are married or in a civil partnership, and live together in the same household, or a couple who live together as if you are married or in a civil partnership.

If **Yes**: go to section 3.

If **No**: skip to section 5.

## Section 3 – Your Partner

**3.1 Your partner’s details**

|  |  |
| --- | --- |
| **Title** |  |
| **First name** |  |
| **Last name** |  |
| **Date of birth** (DD/MM/YYYY) |  |
| **National Insurance number** |  |

**3.2 Is your partner also a foster parent?**

Yes

No

## Section 4 – Partner’s Employment Details

**4.1 Is your partner employed or self-employed outside their fostering responsibilities?**

Yes

No

You can still answer yes if they are not currently working. For example, they are on parental leave or sick leave, or expect to start or re-start work in the next 31 days.

**4.2 Does your partner work at least 16 hours per week at national/minimum wage?**

Yes

No

**4.3 Does your partner expect their total taxable income in this tax year (April to March) to be more than £100,000?**

Yes

No

If their income is over this amount, you cannot get 30 hours free childcare.

|  |
| --- |
| **Evidence of employment within the last 3 months outside of fostering must be submitted with this application form, along with proof of income if your partner is not a foster carer. For example, a copy of payslip or contract of employment, or self-employed evidence in the form of your most recent tax return summary.** |

## Section 5 – The child/ren who you are applying for 30 hours childcare for

Children can only start additional hours in line with 3 & 4 year old funding eligibility, which begins the term after their 3rd birthday. You can apply no earlier than 10 weeks leading up to the start of term they will be able to access universal funding from; you can apply at any point the child is receiving 3 or 4 year old funding. The funding stops when the child goes to reception or at the end of the term they turn five years of age.

|  |  |
| --- | --- |
| **Children who turn three years of age between;** | **Term Three-Year-Old Funding commences:** |
| 1st April and 31st August | Autumn Term (September) |
| 1st September and 31st December | Spring Term (January) |
| 1st January and 31st March  | Summer Term (April) |

**5.1 Foster child/ren details:**

|  |  |  |
| --- | --- | --- |
| **First name** | **Last name** | **Date of birth (DD/MM/YYYY)** |
|  |  |  |
|  |  |  |
|  |  |  |

## Section 6 – Declaration

**6.1 Your declaration:**

I declare that I am applying for 30 hours free childcare, to enable me to work outside of fostering, and that the information I have given on this form is correct and complete.

I understand that my details and my partners, where applicable, will be used to apply for Early Years Pupil Premium and to confirm eligibility for 30 Hours Funded Childcare, as appropriate.

**I have attached evidence of my EUSS status (if applicable)**

**I have attached my proof of employment or evidence of the benefits I receive**

|  |  |
| --- | --- |
| **Signature** |  |
| **Date (DD/MM/YYYY)** |  |

**6.2 Your partner’s declaration:**

I declare that I am applying for 30 hours free childcare, to enable me to work outside of fostering, and that the information I have given on this form is correct and complete.

**I have attached evidence of my EUSS status (if applicable)**

**I am a foster carer and have attached my proof of employment or evidence of the benefits I receive**

**I am not a foster carer and have attached proof of my employment and income**

|  |  |
| --- | --- |
| **Your partner’s signature** |  |
| **Date (DD/MM/YYYY)** |  |

## Section 7 – Supervising Social Worker Declaration

**7.1 I confirm that I support this application for 30 hours free childcare in respect of the foster children listed in this application.**

I declare that I have discussed how accessing additional funded hours is consistent with the care plan for the foster child or children listed in this application:

|  |  |
| --- | --- |
| **Name** |  |
| **Signature** |  |
| **Position** |  |
| **Email Address** |  |
| **Date (DD/MM/YYYY)** |  |

## Submitting the Application Form

Once the form has been completed in full, it must be submitted to the Early Years Systems Team with all the required evidence included. This can be via:

**Email:** EYCSystems@worcschildrenfirst.org.uk (sent by the Supervising Social Worker)

**Post:** Early Years and Childcare Systems Team

 Worcestershire Children First

 Spetchley Road

 Worcester

 WR5 2NP

### Data Protection Statement

### Go to <http://www.worcestershire.gov.uk/privacy> to find out how we use your data.

### Official use only:

|  |  |
| --- | --- |
| **Early Years System Team** |  |
| **Submitted Evidence** | **Confirmed** Y/N |
| Date form received: |  |
| Evidence of EUSS status has been supplied, if relevant* For foster carer
* For 2nd foster carer
* For non-foster carer
 |  |
| Evidence of employment has been submitted:* For foster carer
* For 2nd foster carer
 |  |
| Evidence of income has been submitted for non-foster carer, if relevant |  |
| **Application and evidence emailed to Sara Haigh**Name:Date:  |  |
| **Virtual School** |  |
| Foster carer is working out of fostering  |  |
| 2nd foster carer is working out of fostering, if relevant |  |
| Non-foster carer is working:* 16 hours per week at national minimum/living wage
* Earning less than £100,000 per year
 |  |
| **Application approved**Name of approver:Date: |  |
| **Application not approved**Details for refusal: |  |
| **Early Years System Team** |  |
| If application refused, foster carer emailed to confirm reasons for refusal:Name:Date:  |  |
| If application approved:* Date added to ECS:
* Code:
* Code Expiry Date:
* Date Code emailed to foster carer:
 |  |