This funding if awarded, is to support the cost of setting up as a registered childminder (with Ofsted or Agency) to provide high quality affordable childcare, where a need has been identified through the local authority’s childcare sufficiency duty.

The maximum funding available is £600.00

It is the responsibility of the applicant to ensure the documentation has been completed in full and submitted by the deadline. Applications received after the deadline date will not be considered until the next panel

If successful, the applicant will be notified in writing within 15 days of panel and a contract issued.

The funding award will not be paid until Ofsted has confirmed that the registration is active, a funding agreement is in place, and the applicant has confirmed acceptance of an award and any conditions.

Guidance to complete the funding agreement and policies for Early Education can be found on our webpage –

<https://www.schools.norfolk.gov.uk/article/30087>

This application form must be submitted via email to earlyyearsfundingpanel@norfolk.gov.uk. The message should also indicate that the conditions detailed in Section 3 are accepted.

If a funding award is agreed, there is an expectation that Early Education will be offered to families in Norfolk for at least 12 months thereafter.

It is also recommended that a management peer support group is attended.

NB:

All communication concerning your application will be via email

**Section 1: Childminder Details**

|  |  |
| --- | --- |
| Name |       |

|  |  |
| --- | --- |
| Telephone No. |       |

|  |  |
| --- | --- |
| Email Address |       |

|  |  |
| --- | --- |
| Address |       |

|  |  |
| --- | --- |
| Registration No. and Status |       |
| Registration Date |       |

|  |  |
| --- | --- |
| Do you or will you be working with any other childminders? |       |
| If YES, please | name them |       |
|  | describe how you operate or plan to |       |

|  |  |  |  |
| --- | --- | --- | --- |
| Early Education Places To Be Offered In A Session | **Under 2’s** | **2-year-old** | **3 and 4-year-old** |
|  |       |       |

**Section 2: Funding Award**

The funding award is up to £600.00 if agreed by panel, and must be used to obtain any of the following –

* Doctors fee – Your GP may charge a fee for completing the Health Declaration form.
* Public Liability Insurance Annual Fee
* Disclosure & Barring Service Check
* First Aid Kit
* Ofsted Registration Annual Fee
* Information Commissioners Office Annual Fee
* Training –
* First Aid
* Safeguarding
* Introduction to Child Protection
* Health and Safety Equipment e.g. stair gates, smoke and carbon monoxide alarms

Any funding remaining must be used to purchase play equipment. All future annual fees and charges are the responsibility of the childminder.

**Section 3: Signature**

**I understand:**

* the funding requested in this application may not be offered in full or agreed
* the decision of the Early Years Funding Panel is final
* a contract will be issued if the application is successful
* the money awarded can only be used for the purpose stated within this application and if not spent must be returned to Norfolk County Council
* monitoring /audit will take place to access usage of funding award
* any funding received should be shown separately in the annual accounts and is taxable
* further information may be requested to support this application
* the award will be paid once Ofsted has confirmed registration and a funding agreement is in place
* the resources must be returned to Norfolk County Council if I decide to de-register with Ofsted within 12 months of the award

**and confirm that:**

* the information I have given within the application is true to the best of my knowledge
* my funding agreement and policies have been submitted

|  |  |
| --- | --- |
| Signed |       |
| Full Name (in CAPITALS) |       |
| Date |       |