

**Early Education and Childcare**

**Local Authority Funding Agreement**

1st September 2023 to 31st August 2024

**Part A** Provider Details

|  |  |
| --- | --- |
| Name of Setting |  |
| Address (inc. Postcode) |  |

|  |  |
| --- | --- |
| Ofsted Registration Number |  |
| Ofsted Judgement |  |
| Date of Inspection |  |

|  |  |
| --- | --- |
| Early Education Entitlement  offered to parents/carers | 2-year-old: (From - **months      years)**  3 & 4-year-old (universal – 15 hours)  3 & 4-year-old (extended – 30 hours) |

**Signed on behalf of the Provider**

**NOTE**: this must be the person whose name appears on the Ofsted registration certificate, or a nominated person authorised to act on behalf of the childcare provider

As a childcare provider operating in Norfolk, I confirm –

|  |  |
| --- | --- |
|  | the current Early Education and Childcare Statutory Guidance for Local Authorities has been read; |
|  | the information detailed in Parts B, C & D will be updated and shared in accordance with the General Data Protection Regulations (GDPR); |
|  | the conditions listed in Part E of this documentation will be meet, and I understand that the Local Authority retains the right to amend or add to the conditions in Part E in response to changes to Statutory Guidance and Legislation; |
|  | where early years funding is being claimed/requested from the Local Authority that consent has been sought as required and data will be collected and shared in accordance with the GDPR; |
|  | and I consent to early years information including child data being held securely and used in accordance with the GDPR and retained in line with the Norfolk County Council Record Retention Policy. |

|  |  |  |  |
| --- | --- | --- | --- |
| Signed |  | Date |  |
| Name |  |  | |
| Position |  |  | |

**Signed on behalf of the Local Authority**

|  |  |  |  |
| --- | --- | --- | --- |
| Signed |  | Date |  |
| Name |  |  | |
| Position |  |  | |

**Once signed by both parties, this agreement should be placed on display by the provider.**

**Committee Run Providers Only**

|  |  |  |  |
| --- | --- | --- | --- |
| Named | Chairperson | Secretary | Treasurer |
|  |  |  |

**Part B** Early Education Offer (when funding can be claimed and number of funded places)

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| --- | --- | --- | --- | --- |
| Early Education is offered to families | | Term Time Only All Year Round | | |
| Number of weeks Early Education is offered to families | Autumn 23 [a] | Spring 24 [b] | Summer 24 [c] | TOTAL [a+b+c] |
|  |  |  |  |

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| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | | **2-year-old (if applicable)** | | | | | **3 and 4-year-old** | | | | |
| **Mon** | **Tues** | **Wed** | **Thu** | **Fri** | **Mon** | **Tues** | **Wed** | **Thu** | **Fri** |
| **Between**  06:00 **and** 20:00 | From |  |  |  |  |  |  |  |  |  |  |
| To |  |  |  |  |  |  |  |  |  |  |

|  |  |
| --- | --- |
| Early Education is available over your lunch period | Yes / No |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Lunch Session** | From |  |  |  |  |  |  |  |  |  |  |
| To |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Maximum funded hours each day |  |  |  |  |  |  |  |  |  |  |

|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| Number of funded places | AM |  |  |  |  |  |  |  |  |  |  |
| PM |  |  |  |  |  |  |  |  |  |  |

|  |  |
| --- | --- |
| Do you work in partnership with another provider to enable families to access at least 7.5 hours funding a day over 2 or more days a week | Yes / No |
| Is this a formal arrangement? (if yes, please complete Part D) | Yes / No |

|  |  |
| --- | --- |
| Families are charged for consumables | Yes / No |

|  |  |
| --- | --- |
| Total Number of Hours Open (per week) |  |

**Part C** Documentation

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| **To receive funding from 1st September 2023 the following must be provided (or previously submitted) –**   * Completed and signed 2023-24 Agreement by authorised person * Part D – Formal Partnerships (where applicable) * Charging Policy * Admissions Policy * Complaints Procedure * Sample of invoice issued to parents/carers which shows deduction for funding entitlement * Copy of signed Constitution (Committee run settings only) |

**Part D** Partnerships

**Part E** Provider Agreement Content

Submit documentation (as listed in Part C) to [earlyyearsfinance@norfolk.gov.uk](mailto:earlyyearsfinance@norfolk.gov.uk)