

# GUIDE TO FUNDING

## FUNDING

We understand funding for childcare can be complicated! We want to help make things as simple as possible and support our families every step of the way. We have a wealth of knowledge about funding and will try to answer any questions you have.

## ELIGIBILITY

Working Family Funding is available from the term after your child turns 9 months. Families can receive up to 15 hours of funded childcare for children 9 months+.

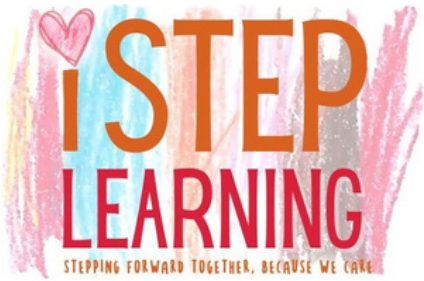
Universal Funding is available for all children from the term after your child's 3rd birthday up to 15 hours. Children 3 years+ may receive up to 30 hours funded childcare dependent on eligibility. Please visit [www.childcarechoices.gov.uk](http://www.childcarechoices.gov.uk) for more information and to understand more about the eligibility criteria.

## STRETCHED FUNDING

The standard 15 or 30 hours funding is usually spread over 38 weeks of the year. We stretch our funding to apply up to 11 or 22 hours funding over 51 weeks of the year. This means it is applied more consistently over the course of the year. Your nursery manager will tell you if they stretch funding over 51 weeks of the year.

## APPLYING FOR FUNDING

To apply funding to your invoices, we need you to complete and sign a Parent Declaration Form. This will be submitted to the relevant Local Authority by us on your behalf. This will be emailed to you by your nursery manager. Some families might be entitled to funding for children from 9 months of age. Please speak to your nursery manager if you think this is the case and they will be able to advise on how to proceed.



# GUIDE TO FUNDING

## FUNDED SESSIONS

We offer morning (8am - 1pm), afternoon 1pm - 6pm) and full day (8am - 6pm) sessions.

Funded only sessions are subject to availability. We offer a limited amount of fully funded places per age group (9 months - 2 years, 2 years - 3 years, 3 years - 5 years).

Please speak to your nursery manager regarding fully funded session availability.

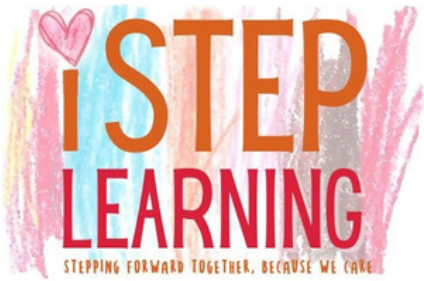
## CONSUMABLES CHARGE

Our consumables charges are as follows:

- Full day - £10.00
- Half day - £7.50

The consumables charge includes:

- Nappies
- Wipes
- Sun cream
- Nappy cream
- Meals
- Snacks
- Extra-curricular activities
- Trips
- Clubs



# GUIDE TO FUNDING

## ADDITIONAL SESSIONS ALONGSIDE FUNDED HOURS

If you wish to add additional sessions alongside your funded sessions, we charge either a full day fee, a morning session fee, or an afternoon session fee. These vary by nursery, and your nursery manager can provide you with a fee sheet. Alternatively, you can email [enquiries@isteplearning.co.uk](mailto:enquiries@isteplearning.co.uk).

### 15 hour funding(stretched over 51 weeks)

15 hours funding stretched over 51 weeks is **11 hours per week**.

1st day: Funded session, £10 consumable charge

2nd Day: 1 hour funded. Cost = Full day fee / 10 (hours per full day session). *This calculation gives the hourly rate for that session.*

The hourly rate is then multiplied by the 9 (the remaining hours in that session) to give the overall charge for that day.

Any further days are charged at the usual rate on the fee sheet.

For example, if the nursery full day fee is £60, we divide 60 by 10 (6), then multiply 6 by 9 (hours not funded), which equals 54. The charge for that day would be £54.

We invoice annually, so if your child attends nursery 2 days per week, for 51 weeks of the year, we would calculate the annual cost, then divide that into 12 equal monthly payments.

Using the above example, this would be calculated in the following way:

$54 \times 51 = 2754$ . The total annual charge would be £2754.

$2754 / 12 = 229.5$ . The total monthly invoice would be £229.50.

### 30 hour funding (stretched over 51 week)

30 hours funding stretched over 51 weeks is **22 hours per week**.

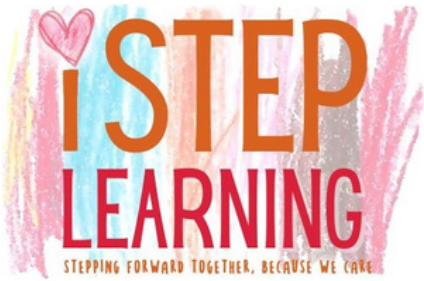
1st day: Funded session, £10 consumable charge.

2nd day: Funded session, £10 consumable charge.

3rd day: 2 hours funded. Cost = Full day fee / 10 (hours per full day session). *This calculation gives the hourly rate for that session.*

The hourly rate is then multiplied by 8 (the remaining hours in that session), to give the overall charge for that day.

Any further days are charged at the usual rate on the fee sheet.



# GUIDE TO FUNDING

For example, if the nursery full day fee is £60, we would divide 60 by 10 (6), then multiply 6 by 8 (hours not funded), which equals 48. The charge for that day would be £48.

We invoice annually, so if your child attends nursery 3 days per week, for 51 weeks of the year, we would calculate the annual cost, then divide that into 12 equal monthly payments.

Using the above example, this would be calculated in the following way:

$48 \times 51 = 2448$ . The total annual charge would be £2448..

$2448 / 12 = 204$ . The total monthly invoice would be £204.

## NOTICE PERIOD

A notice period of one calendar month is required if you wish to stop accessing your funded place at nursery.

Non-funded sessions require a full calendar month notice *from the 1st of the month*. If you give notice mid-month, the notice period would start from the 1st of the next month.

*For further information, or if you have any questions, please contact your nursery manager, or use the "Contact us" form on our website.*