



RICHMOND HOUSE SCHOOL

Where children are happy to learn

Government Funding for Childcare

The government offers funding for parents towards childcare costs. Two different schemes are available: 15 hours funding, to which all parents of 3 & 4 year olds have access, and 30 hours funding, which is available to eligible parents only.

Richmond House School is pleased to be able to offer access to 30 hours funded childcare (places are limited). This factsheet explains both the 15 hours and 30 hours funding. If you have any questions, please contact the Bursar.

15 Hours Funded Childcare

- The 15 hours scheme offers up to 15 hours per week (term time only) of childcare funded by the government.
- It is available to all 3 & 4 year olds attending a registered childcare setting for up to 15 hours per week. At Richmond House School the full 15 hours funding is available for all children attending at least 4 half day sessions or 2 full day sessions (assuming you make use of Stay & Play until 4.00pm) per week.
- You might be eligible for 15 hours funding in addition to other government schemes or incentives – visit childcarechoices.gov.uk for more information.
- The 15 hours funding covers your child's place at nursery: other extras including specialist teaching & teachers, trips, events, meals & snacks and consumables are not funded by the 15 hours and are covered by additional charges.
- **There is no need to apply separately for 15 hours funding: Richmond House School claims this funding on parents' behalf and applies it to your invoice automatically.**

30 Hours Funded Childcare

- Working parents of 3 & 4 year olds may be able to double their entitlement to 30 hours funding.
- To access the 30 hours funding, parents need to check eligibility and apply online at childcarechoices.gov.uk. If eligible, you will receive a code which needs to be submitted to Richmond House School, together with your child's date of birth and both parents' national insurance numbers.
- The 30 hours funding covers your child's place at nursery: other extras including specialist teaching & teachers, trips, events, meals & snacks and consumables are not funded by the 30 hours and are covered by additional charges.
- **You need to reapply and submit a new code every three months in order to claim this funding.**

How to apply

1. Check Eligibility

Parents may be eligible for 30 hours funded childcare if

- Both parents earn more than the equivalent of working 16 hours per week
- Neither parent earns more than £100,000

For further details, and to check eligibility, visit childcarechoices.gov.uk.

2. Apply Online

To apply for a code for 30 hours funding, visit childcarechoices.gov.uk.

You will need both parents' National Insurance number, and Unique Taxpayer Reference (UTR), if you're self-employed. It usually takes 20 minutes to apply. You may find out if you're eligible straight away, but it can take up to 7 days.

3. Submit Code

Once you receive your code, you need to submit it to Richmond House School, together with your child's date of birth and both parents' National Insurance Numbers, using this form, also available on our website.

<https://forms.gle/5jsaik982EaWegnQA>

In order to apply the 30 hours funding to Spring Term fees, codes can be applied for between 15th October – 30th November. **You must submit the code to us by Friday 10th Dec 2021.**

To apply for 30 hours funding for the Summer Term, codes can be applied for between 15th January – 28th February. **You must submit the code to us by Friday 25th March 2022.**

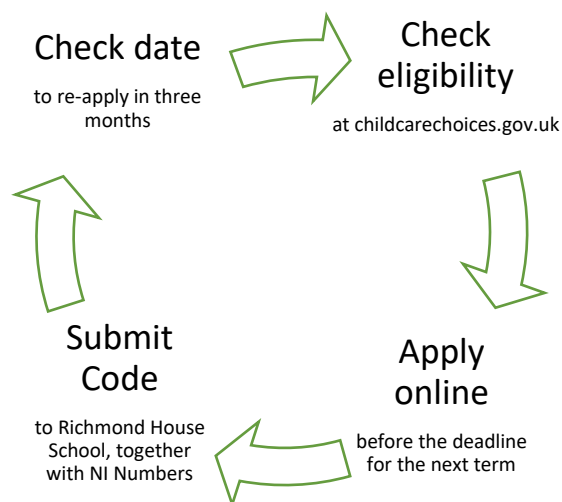
When your child turns 3	When they can get 30 hours from	Recommended time to apply
1 September to 31 December	Term starting on or after 1 January	15 October to 30 November
1 January to 31 March	Term starting on or after 1 April	15 January to 28 February
1 April to 31 August	Term starting on or after 1 September	15 June to 31 July

4. Reapply in 3 months

You will need to reapply for a code every three months. The date for when to do this will be listed in your childcare account.

Don't forget to apply and submit your code to Richmond House School by the deadline each term, otherwise you will not be entitled to 30 hours funding for that term and fees will need to be paid in full for all costs not covered by the 15 hours.

If you have any questions please contact Anna Havard, Bursar
ahavard@rhschool.org or 0113 275 2670



FAQs

1. How do I access 15 hours funding?

There is no need to apply separately for 15 hours funding: Richmond House School claims this funding on parents' behalf and applies it to your invoice automatically.

2. How do I access 30 hours funding?

Visit childcarechoices.gov.uk to check eligibility and apply for a code, then submit the code to Richmond House School before the deadline for that term.

3. I have claimed 30 funded hours – why do I still receive an invoice with an amount to pay?

The government funding covers your child's place at nursery: other extras including specialist teaching, trips, events, meals & snacks and consumables are not funded and are covered by additional charges.

4. How much is the funding?

The funding is set by the government in April each year as an hourly rate, for the number of hours being accessed in term time weeks.

5. At what age is 30 hours funding available?

Funding is available for children from the term after they turn 3, until the term in which they turn 5, or in which they join a Reception class.

6. What if our circumstances change and we are no longer eligible for 30 hours funding?

If you are no longer entitled to 30 hours funding for that term, fees will need to be paid in full for all costs not covered by the 15 hours.

7. What if I forget to submit a code by the deadline?

If you do not submit a code for 30 hours funding before the deadline for that term, fees will need to be paid in full for all costs not covered by the 15 hours.