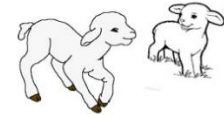


News Sheet



Little Lambs
Christian Preschool & Nursery

Additional Services

Please read page 2 and 3 for full details about the implementation of our **Additional Services** charge which will come into effect on the 1st May. *(This will replace the current voluntary charge made for additional activities which currently take place in the afternoon)* Spanish will continue for the Summer term at the current cost of £2.50 per session for 5 weeks of the half term.

30-hour Early Education and Childcare Entitlement

From September 2017, 3 and 4 year olds of working parents will be eligible for 1140 hours of government funded early education and childcare per year. Please read pages 4 and 5 about how we shall be providing the 30 hours at Little Lambs

Early Years Funding

We are delighted to inform parents that West Sussex Early Years Funding Team has announced that the rate of Early Years Funding for all funded 3 and 4 year olds across West Sussex will increase from £3.77 to £4.42 per hour from the 1st of April 2017.

Sadly, the bad news is that these rates will probably be frozen for all Early Years Settings until April 2020. Which means that with the annual increases in Living Wage rates, food and general running costs for the Early Years sector many settings will begin to charge parents for "**Additional Services**" not covered by the Early Years and 2 Year Old Funding for 2,3 and 4 year olds.

With this in mind we shall be increasing our hourly fees with effect from 1st April for new starters and September for existing children as follows: Under 2 £5.50 per hour, 2 to the start of 3 year funding £5.30 per hour, 3 and over £4.85 per hour. We have tried very hard to keep this increase as low as possible.

Consumables

The following consumables are included in our **"Additional Services"** charges:-

All craft supplies, including paint, glue, paper and embellishments: messy play resources, garden resources including bark, soil, seasonal plants and bulbs, bubble mixture, wipes, gloves, nappy bags, tissues, hand cleaners, surface cleaner, sun cream, Milton fluid, washing powder, first aid supplies etc.

Meals, snacks and baking

All drinks, snacks and food stuffs used in our regular cooking and baking sessions, are included in our **"Additional Services"** charge.

Our Ratios

At Little Lambs we run a ratio of 1 adult to 5 children. We calculate our ratio with 1 adult for 2 children under 2, 1 adult for 4 children aged 2, and 1 adult for 4/5 children aged 3 and 4. Our Manager is qualified to level 6 and works with a ratio of 1:5/8 (Not the recommended 1:13)

Additional Services

On the 1st December 2016 the Department of Education issued the following guidance on **"Additional Services"** "You should use government funding to provide high-quality, flexible early education and childcare. You **shouldn't** use this funding to cover the cost of consumable items, such as drinks, meals or nappies, or additional services, such as baby yoga, music lessons and school trips.

You can charge parents for additional items or services, but you mustn't make this compulsory for any parents taking up a publicly funded place for their child."

From the 1st of May 2017 the additional 80p per hour which we will charge will cover the costs of all consumables; washable flannels; wipes; drinks; snacks; and baking sessions.

As well as the time our staff spend shopping and preparing, we employ a Cleaner to wash up and clean down the kitchen afterwards. The additional 80p per hour also covers the cost of your child's Nursery Bag, Daily Diaries, Learning Journal, Baking, Craft supplies and Personal Care consumables.

The Early Years Funding has been calculated on the assumption that all settings are working to their maximum ratios permitted and to the minimum numbers of qualified staff permitted. Which is only one member of staff qualified as a Level 3 Practitioner or above with the remaining staff being qualified at Level 2 or unqualified.

Here at Little Lambs part of our **"Additional Services"** charge includes our **"Quality Premium"** This is to reflect that our staff are qualified to Level 3 or above (or are in training) in a full and relevant Childcare and Early Years qualification.

Our **"Quality Premium"** also contributes towards the cost of paying our staff annual leave, workplace pension contributions, statutory sick pay, and the annual training costs for their certificates in Paediatric First Aid, Food Hygiene, Safeguarding and other relevant continuous training development courses in Early Years. None of these

items are funded by the Early Years Funding yet they are a statutory requirement.

Our "**Quality Premium**" also covers guaranteed advanced booked days/sessions to meet parents working commitments (within our nursery registration and ratios) the days you wish your child to attend and to have the option of changing these days as and when required (spaces allowing) throughout your time at nursery.

Our "**Quality Premium**" also contributes towards our employing Bank Staff to cover training, sick days and other events. Ensuring consistency of care for the children by known staff.

These services, benefits and guarantees are all included within our normal hourly fees for all children under 3 years of age. Our Additional Services and Quality Premium fee will initially be reviewed termly and may be subject to change, our fees are reviewed annually and are also subject to change. Parents will receive notice of any increase through email.

30-hour Early Education and Childcare

From September 2017, 3 and 4 year olds of working parents will be eligible for 1140 hours of government-funded early education and childcare per year. This can be stretched over the 48 weeks Little Lambs is open, and will allow you 23 $\frac{3}{4}$ hours per week.

Who is eligible

The 30-hour entitlement is available to 3 and 4 year olds of working parents who meet the earnings criteria. To qualify, each parent (or the sole parent in a single parent family) will need to earn, on average, at least the equivalent of 16 hours on the national minimum wage or national living wage per week which will be £120.0 per week from April 2017 for people aged 25 and over, and no more than £100,000

Our funding model

We will allow funded places between the hours of 9 and 4 for a long day and 9 and 12 or 1 and 4 for short days. If you add lunch onto a short day then full fees will apply for the hour plus food. You can opt for 38 or 48 week contracts. (Term time only or weeks we are open). This will apply to both 15 and 30 hour options. There will be limited places for parents wishing to do 30 hours over 3 days.

For those parents wishing to access a 100% free space without our Additional Service and Quality Premium charge of 80p per hour.

We will be unable to operate without your donations of:

- items from our consumables list on a regular basis.
- Or 1.5 hours of your time per week, either by way of hours at nursery or by offering to do things like shopping, mending, collecting books from the library or dump runs.

Please talk to Dawn or Alison for further information or our lists.

All parents will be expected to provide children with personal care items from our list.

per year. Self employed parents and zero contracts will be eligible if they meet the average earnings criteria.

Families where one parent is not in paid employment or neither parent works will not be eligible. There are exceptions for parents who are on parental, maternity, paternity, adoption or sick leave.

Parents who are studying or in training will not be eligible unless combined with paid work which meets the minimum average earnings threshold.

However, parents will be eligible where one parent is in receipt of benefits relating to caring responsibilities or has a disability and the other parent is working. Single parents who are disabled or have substantial caring responsibilities will not be eligible.

If parents are separated, eligibility requirements will apply to the parent with whom the child "normally lives" and any partners of parents will also have to meet them.

Parents must apply for both the 30-hour entitlement or the Tax-Free Childcare scheme through a joint online system administered by HMRC, as the eligibility requirements for both schemes are the same. Parents will be required to reconfirm their eligibility every three months by making a declaration that they expect their earnings to fall within the required threshold. Parents who make inaccurate or dishonest declarations can be fined between £300 and £3000.

National Grace Period

When parents receive confirmation of their eligibility from HMRC, they will receive a code to give Little Lambs. Little Lambs will then be required to confirm the validity of this code through the "Providers Portal" of the West Sussex Early Years Funding Team.

If parents suddenly become ineligible - they will not lose their childcare place immediately as there will be a national

In addition

To the increase in funds for funded places we have also been advised that we are losing our current training budget of £3,000.00. What has been given with one hand has been taken by another. *We have not addressed this shortfall at the present time, but we will have to find this money somehow. It currently costs in the region of £220.00 to send one member of staff on a training course for one day not including travel, and approximately £120.00 for a staff meeting which we hold every 6 weeks as a minimum.*

One of our parents is willing to head up some large scale fund raising events in the Summer term to get things started and she would be grateful for more ideas or offers of help. Please contact Amanda Hards through the facebook page.

grace period to enable parents to retain their childcare place for a short period of around 3 to 4 months if they become ineligible for the 30- hour place.

Any child who loses their eligibility for 30 hours will still be entitled to the universal 15 hour entitlement. The Government is also proposing that local authorities have the discretion to extend the grace period in exceptional circumstances.

More details about how the national grace period will work in practice will be available in the statutory guidance on the 30 hour entitlement, which is expected to be published by April 2017 and we will update parents should any of these details significantly change.

For more information on the government Childcare Schemes follow this link

<https://www.tax.service.gov.uk/childcare-schemes-interest/welcome>

We know that this probably all sounds very complicated, believe me it has taken us many hours to work out exactly what will be sustainable for Little Lambs to provide in the long term in order that we can continue to offer Flexible Family Friendly childcare.

Please return this form to acknowledge receipt of the funding explanation and confirm your method of contribution.

I/we confirm that I have read and understand the news letter regarding funding and the Additional Services and Quality Premium donation.

.....
Signed

.....
Dated

I/We confirm that we would like to make the Voluntary Contribution via our monthly invoice.

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Signed

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Dated

I/We confirm that we would like to donate items from the shopping list on a weekly basis.

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Signed

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Dated

I/We confirm that we would like to donate our time on a weekly basis.

We are available

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Signed

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Dated

