**30 Hours Childcare - Autumn Term**

**Early Years Funding <EarlyYearsFunding@stockton.gov.uk>**

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Cc:

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This document was classified as: OFFICIAL

Hi

**30 hours childcare – applications for Autumn 2022 take up**

As with previous terms, we are encouraging parents who want to take up a 30 hours place in the Autumn term to apply now – and no later than the end of August to help ensure they get their code in good time.

**Parents must have applied to HMRC before 31st August 2022 and secured an eligible code dated 31st August 2022 or earlier to access a 30 hour place in the Autumn 2022 term.  We will not be authorising/accepting any codes where the deadline for applying or reconfirming has been missed so please ensure you check all codes before the start of term.**

**Please ensure all codes have been checked before offering a 30 hour place and adding the child to your headcount on the Early Years Provider Portal.  Please check your expiration dashboard on a regular basis so you can advise parents when their codes need reconfirming.**

In exceptional circumstances where a parent has applied/reconfirmed by 31st August but there has been a delay in HMRC issuing their code, when running a check against these codes the start date should still default to 31st August making them eligible for the Autumn term.

**Reminding parents to reconfirm**

**Parents who already have a 30 hours free childcare entitlement code and/or Tax-Free Childcare account must reconfirm their eligibility every 3 months.**It is parents’ responsibility to reconfirm on time. Parents will be prompted via email/text by HMRC four weeks before their reconfirmation deadline, and again two weeks before the deadline, if they have not reconfirmed. Local authorities (and providers) should ask parents to look in their spam email folders if they think they have not received a reminder from HMRC and ensure the email account associated with their childcare account is the correct one. Parents can also simply set themselves a 3 monthly reminder to reconfirm in their childcare account, for example using the ‘reminders’ feature in their phone if they have one. Parents who have successfully reconfirmed their eligibility will receive a message to that effect from HMRC.

**Social Media Graphics**

**Please**[**click here**](https://www.childcarechoices.gov.uk/communications-toolkit/)**for the Childcare Choices Communications Toolkit for further graphics and posters you can use to promote the above messages to your parents.**

**Grace periods clarification from DfE**

As per the following line in the Early Years Entitlements Operational Guidance: ‘If a parent falls into their grace period before their child has started a 30 hours place, they should not take up their 30 hours place’.

**DfE says: “In general, a parent should not start a new 30 hours place in their grace period. This includes the following scenarios:**

* **Where a parent falls into their grace period before the child has started a 30 hours place**
* **Where a parent falls into their grace period whilst their child is in a 30 hours place, and the parent attempts to move the child to a different setting.**

If you have any queries, please do not hesitate to contact a member of FIS on Tel: 01642 527225.

Regards

Helen

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| **Helen Brown​​** |

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