



Early Years Funded Entitlement Policy

April 2025

Our small school community welcomes everyone and aspires to meet the needs of all through high expectations, Christian values and compassionate support. We strive to create a firm foundation for all to fulfil their potential as future citizens of the world. Our challenging, exciting learning environment enables everyone to go forward as champions of compassion, curiosity and courage.

Jesus answered, love the Lord your God with all your heart, with all your soul, and with all your mind. This is the greatest and the most important commandment. The second most important commandment is like it:

love your neighbour as you love yourself. Matthew 22:v.37-40

What is Early Years Funded Entitlement?

- All 3 and 4 year olds are eligible to access up to 15 hours Universal Early Years Funded Entitlement (EYFE) a week (up to a maximum of 570 hours per year)
- Eligible working parents can apply for EYFE for Working Families, providing access to:
 - Extended EYFE for 3 and 4 year olds, granting an additional 15 hours per week on top of the Universal EYFE (totalling up to 30 hours weekly or a maximum of 1140 hours annually).
 - up to 15 hours per week (or up to 570 hours annually) EYFE for Working Families. From April 2024, children can begin accessing this the term after they turn 2 if approved. From September 2024, children can begin accessing from the term after they turn 9 months old if approved.
 - From September 2025, children aged 9 months and above can access up to 30 hours per week (or a maximum of 1140 hours annually).
- Some 2 year olds can access a maximum of 15 hours of EYFE per week (or up to 570 hours per year) if their families meet specific criteria under the Local Authority (LA) Issued Free Childcare for 2 year olds.

See the tables below for information on when children become age eligible for the various entitlements:

A child born on or between:	Will be of eligible age for the 9 month old EYFE* from the start of term beginning in:
1 April and 30 June	April after turning 9 months old
1 July and 30 November	September after turning 9 months old
1 December and 31 March	January after turning 9 months old

A child born on or between:	Will become eligible for 2 year old EYFE for Working Families* or 2 year old LA Issued EYFE** from the start of term beginning in:	Will become eligible for Universal EYFE for 3 and 4 year olds and Extended EYFE for 3 and 4 year olds* from the start of term beginning in:
1 January and 31 March	April following their second birthday*	April following their third birthday
1 April and 31 August	September following their second birthday*	September following their third birthday
1 September and 31 December	January following their second birthday*	January following their third birthday

*Subject to approval of application at childcarechoices.gov.uk

**Subject to approval by their Local Authority.

You can find out more about the above entitlements, including eligibility criteria and how to apply (if required) by visiting [Support with childcare costs – Lincolnshire County Council](#)

Funded places and waiting list

A waiting list will be kept of any children who would like a funded place, with priority of places offered in the following order:

Looked after children and previously looked after children including those children who appear to have been in state care outside of England and ceased to be in state care as a result of being adopted.

Children living within our traditional catchment area (defined as the parishes of Ashby-by-Partney, Aswardby, Dalby with Dexthorpe, Candlesby, Gunby, Partney, Langton, Sausthorpe, Scremby-cum-Grebbby, Skendleby, Welton-le-Marsh). If there are more children from this area than available places the following criteria will be applied in order.

Children with siblings who are on the School roll at the time of application. (See notes below).

Any other children.

If there are more applicants who meet the criterion that places available the straight line distance of the child's home to the school will be used to decide who will be allocated a place. Priority will be given to the child living nearest to the school as calculated electronically to three figures after the decimal point (e.g. 1.543 miles) by Lincolnshire County Council school admissions team from the Post Office Address Point of the home to the Post Office Address Point to the school.

No child is guaranteed a place until the admissions paperwork has been completed and signed by all parties. Further, an Early Years Funded Entitlement (EYFE) place is not guaranteed until completion of the Parent Declaration form.

We ask for parents/carers to let us know as soon as possible if a place is no longer required prior to child's scheduled start date.

All admissions to the setting will ensure fair access to educational opportunity for all and will comply with all equality's legislation.

Early Years Funded Entitlement at Partney Church of England Primary School

Partney Church of England Primary School is registered with Lincolnshire County Council to provide Early Years Funded Entitlement (EYFE) hours under the following schemes:

- Universal EYFE for 3 and 4 year olds
- Extended EYFE for 3 and 4 year olds under the Working Families Entitlement

We are also in receipt of Early Years Pupil Premium and Disability Access Fund for eligible children.

Parents/carers are advised to retain a copy of this policy for future reference.

Pattern of delivery

At **Partney Church of England Primary School** children can access their Early Years Funded Entitlement (EYFE) in the following pattern:

Day	Opening Hours	Times EYFE can be accessed	Maximum number of EYFE hours that can be claimed per day for children eligible for up to 15 hours	Maximum number of EYFE hours that can be claimed per day for children eligible for up to 30 hours
Monday	7:30a.m – 5:15 p.m.	9:00 a.m. – 3:00 p.m.	6	6
Tuesday	7:30a.m – 5:15 p.m.	9:00 a.m. – 3:00 p.m.	6	6
Wednesday	7:30a.m – 5:15 p.m.	9:00 a.m. – 3:00 p.m.	6	6
Thursday	7:30a.m – 5:15 p.m.	9:00 a.m. – 3:00 p.m.	6	6
Friday	7:30a.m – 5:15 p.m.	9:00 a.m. – 3:00 p.m.	6	6
Saturday	Closed	Closed	Closed	Closed
Sunday	Closed	Closed	Closed	Closed

Partney Church of England Primary School offers EYFE for **38** weeks per year and is open 38 of weeks per year.

Children eligible for up to 15 hours per week can access up to 570 hours per year, and children eligible for up to 30 hours per week can access up to 1140 hours per year. See the table below for details on the number of hours you can claim per week:

Number of weeks EYFE claimed over	Number of hours per week if eligible for up to 15 hours	Number of hours per week if eligible for up to 30 hours
38 (Term time only)	15	30

Accessing Early Years Funded Entitlement at Partney Church of England Primary School

The provision of Early Years Funded Entitlement (EYFE) includes the delivery of early years education and childcare, and we deliver this in line with the requirements of the Early Years Foundation Stage (EYFS). Parents/carers will be required to complete a Parent Declaration form before they begin accessing their EYFE sessions at **Partney Church of England Primary School**. A new copy will need to be completed if your personal details or your child's EYFE hours change. Children are required to attend their EYFE sessions prior to and at headcount for **Partney Church of England Primary School** to claim EYFE funding from Lincolnshire County Council for them.

Note there are no conditions to accessing EYFE places at **Partney Church of England Primary School** including:

- No requirement to access a minimum number of hours or sessions.
- No requirement to access additional paid-for hours.
- No requirement to take up additional paid services, such as lunch, consumables, extra classes, and trips etc.
- No non-refundable administration fees for children accessing only EYFE.
- No requirement for children to use all their EYFE solely at **Partney Church of England Primary School**
Children may access EYFE sessions at a maximum of two different sites per day.

Should you choose to withdraw your child, **Partney Church of England Primary School** requires *four weeks* written notice for EYFE sessions, inclusive of holidays and periods of closure. If you move to another provider within Lincolnshire after the notice period, your new provider can contact us to request transfer of any remaining funding we have claimed on your child's behalf.

If your child misses EYFE sessions due to illness, holidays or any planned or unplanned absence, these hours will not be available at a later date. If **Partney Church of England Primary School** is unexpectedly closed during your child's regularly scheduled EYFE sessions, due to illness or other unforeseen reason, **Partney Church of England Primary School** will offer these hours at an alternative time subject to availability and where reasonable.

Additional Services

If parents only want to use EYFE, they won't be charged extra. But if they want, they can choose to pay for extra services, including:

- Food services, such as breakfast and lunch
- Trips, outings, and extra classes (agreed in advance where possible).

Parents are free to provide their own food, and none of the above services must be provided as a condition of your child accessing their EYFE place.

Parents can also pay for additional hours, which are subject to availability. Accessing additional paid-for hours is not a condition of accessing EYFE hours. For more information on charges for additional hours and services.

Charges for additional hours and services

Item	Charge
Additional hours	£5 per hour
Breakfast Club	£2
Lunch	£2.60 (provided by Ideal Meals)
Home 2 School Club	£3 – 4:30 p.m., £6:00 to 5:15p.m

Support for children with Special Educational Needs and Disabilities (SEND)

Partney Church of England Primary School is welcoming of all children and will work with parents and carers to ensure the needs of their children are met. To best support your child, **Partney Church of England Primary School** will assess their needs during their settling in period and their regular attendance and consult with you about any needs you or **Partney Church of England Primary School** identify.

Targeted Setting Support

Should any additional needs be identified, support is available from Lincolnshire County Council via Targeted Setting Support. **Partney Church of England Primary School** will consult with parents and carers before seeking this support.

Inclusion Funding

Inclusion Funding can be applied for by providers signed up to offer Early Years Funded Entitlement (EYFE) to support them in allowing children with additional needs to access their EYFE. **Partney Church of England Primary School** will consult parents and carers before applying and seek their input into the action plan for the child **Partney Church of England Primary School** will share this action plan with Lincolnshire County Council, who will then determine if Inclusion Funding can be provided and how much. Note that if your child has already been approved for Inclusion Funding at another Lincolnshire provider, some or all of this funding may be made available for use at **Partney Church of England Primary School**. In this case, we will consult with you further regarding best use of this funding.

Local Offer

You can find information about our Local Offer at [SEND Local Offer – Lincolnshire County Council](#)

Early Years Pupil Premium (EYPP)

EYPP is additional funding for early years settings to improve the education they provide for eligible children claiming Early Years Funded Entitlement (EYFE). EYPP is paid to settings alongside EYFE (Extended hours for 3- and 4-year-olds are exempt). Children do not need to take up their full entitlement to receive it. EYPP will be paid in proportion to the child's actual EYFE hours.

For **Partney Church of England Primary School** to be able to claim for your child, you will need to provide the following information:

- Parent/carer's full legal name.
- Parent/carer's date of birth.
- Parent/carer's National Insurance (NI) number or National Asylum Support Service (NASS) number.
- Evidence that the child has been in local authority care for one day or more in England or Wales (if applicable).
- Evidence proving the child has been adopted from local authority care, left care through a special guardianship order or is subject to a child arrangements order (if applicable).

Partney Church of England Primary School will determine best use of the funding by assessing the needs of eligible children, and in consultation with parents. We may also seek advice from Lincolnshire County Council for best use.

You can find out more about EYPP by viewing Lincolnshire County Council's EYPP guidance for more information, including funding amounts at [Pupil premium policy for children and young people in care – Appendix 2: Early years pupil premium for children in care - Lincolnshire County Council](#)

Disability Access Fund (DAF)

DAF is a measure which aids access to early years places by, for example, supporting providers in making reasonable adjustments to their settings and/or helping with building capacity, be that for the child in question or for the benefit of children attending the setting. DAF is a fund that can be paid once per year.

Children will be eligible for the DAF if they meet the following criteria:

- the child is in receipt of child Disability Living Allowance (DLA); and
- the child receives Early Years Funded Entitlement (EYFE).

For **Partney Church of England Primary School** to be able to claim DAF for your child, you will need to provide the following:

- A newly completed Parent Declaration, completed to confirm you would like **Partney Church of England Primary School** to apply for DAF on behalf of your child; and
- A copy of a letter confirming your child's current eligibility for Disability Living Allowance (DLA)

To determine best use of the funding, **Partney Church of England Primary School** will assess the needs of the child, consult with parents, and seek support from Lincolnshire County Council where required.

You can find out more information by reading West Sussex County Council's DAF guidance for more information, including funding amounts at [Early years inclusion fund – Overview - Lincolnshire County Council](#)