

Getting ready for 30 Hours!

30 Hours Free Early Education and Childcare for Working Parents of 3 and 4 year-olds

The 30 hours offer – what does it mean for my family?

1,140 hours of free entitlement - which is 30 hours per week over 38 weeks in term time (but it may be stretched over the year)

- This is made up of 570 hours of universal free entitlement – 15 hours per week , term time only (but it may be stretched over the year) which you do not need to apply for and is available to all 3 and 4 year old children
- The new offer is an extra 570 hours per year which is 15 hours a week on top of your universal entitlement, if you are a working parent and you meet the income criteria
- You do not have to take the full 30 hours - you can work with your provider to take up 16 to 30 hours

You can find out **now** if you are eligible for a 30 hours place, check

www.childcarechoices.gov.uk

Eligibility

1. Your child will be eligible for 30 hours at the beginning of the term after they have turned 3
2. You and your partner (where applicable) must meet the income criteria *
3. You must have a valid eligibility code ready
4. Your child has not yet reached statutory school age (the term after they turn 5) nor attends reception class in school



Your child's date of birth (when they turn 3)	When you can check your eligibility and get your code	When your child can take up universal and extended entitlement
1 st April – 31 st August	1 st April – 31 st August	1 st September – 31 st December
1 st September – 31 st December	1 st September – 31 st December	1 st January – 31 st March
1 st January – 31 st March	1 st January – 31 st March	1 st April – 31 st August

A quick summary of the parent's income eligibility for 30 hours

Eligible	Not eligible
Parents both working (or sole parent in one parent family)	Only one parent working (if two parent family)* <i>unless in receipt of benefits relating to caring responsibilities, or have a disability and the other parent is working</i>
Each expecting to earn at least 16 hours equivalent on the National Living Wage/National Minimum Wage per week and less than £100,000 per year. If you are <ul style="list-style-type: none"> aged 25 and over, you must earn at least £120 per week / £6240 p.a. aged 16 - 24 you must earn at least £64.80 - £112.80 per week on an apprenticeship you must earn at least £56 per week 	Either parent earning less than 16 hours equivalent or earning £100,000 and more
Self-employed parents and zero hours contracts who meet criteria	Parents who are studying or are in training and do not meet income criteria
One or both parents on maternity, paternity, adoption or statutory sick leave	Either parent is a non-EEA national subject to immigration control with no recourse to public funds
New job or changing hours at work to meet income criteria, you may still apply and declare that you expect to earn at least the minimum amount on average over the next three months	

If you think you may be eligible for a 30 hours place,
take these steps in the term before you wish to take the place

Step 1

- You will need to apply online through childcarechoices.gov.uk or call 0300 123 4097
- Before you start, you will need your National Insurance number (and your partner's NI number) and Passport
- Information about income - P60, payslips or any relevant benefits

Step 2

- Register for Government Gateway account and confirm your identity
- Enter your income details as requested including any expected income over the next 3 months

Step 3

- HMRC will check your eligibility and confirm, ask for more information or state not eligible at present
- System problems - try again as it is a new digital system
- HMRC confirms your eligibility for 30 hours (and Tax Free Childcare)
- Issues voucher with 11 digit eligibility code (starts with 5000 or 11)

Step 4

- Take your eligibility code, your National Insurance number and evidence of your child's date of birth to your early years setting, nursery, school or childminder
- You will need to decide where you take 15 hours universal entitlement and 15 hours extended entitlement if you are using more than one provider
- The provider will ask you for consent to share your information with Royal Greenwich so that your code can be verified **before** the provider can offer you a place
- If your child is not eligible until 1st January or 1st April and you would like to reserve a place from September or take up and pay for an early place, your provider may be able support this

Step 5

- You will agree a start date with your provider and sign a parental declaration and agreement
- You will need to reconfirm your eligibility every 3 months and give your provider the eligibility code again
- Royal Greenwich will check eligibility 6 times a year and inform your provider by email if your status changes.
- Your provider will inform you when your funded place is due to end.