



# HARRODIAN

## EEF POLICY

### INTRODUCTION

This policy is written, and EEF delivered, within statutory and local authority guidelines which may be updated from time to time.

The government gives local authorities funding to provide part time early education for all two, three and four year olds. Harrodian is an eligible setting for providing Early Years Education. This entitles parents of our pupils to claim early years education funding.

### EEF Eligibility

#### **3 and 4 year old funding.**

This is a universal funding which provides up to 570 hours of free childcare a year effective from the term following the child's 3<sup>rd</sup> birthday; this is normally delivered for 15 hours a week over 38 weeks a year. For Harrodian pupils this will be 33 weeks matching the weeks of the school year. Funding is claimed by and paid directly to the provider from the local authority in which they are based.

#### **2 year old funding**

This is an eligibility based funding for up to 570 hours of free childcare a year effective from the term following the child's 2<sup>nd</sup> birthday. Applications for 2 year old funding are made via the local authority and places can only be allocated once eligibility has been confirmed. Eligibility is confirmed by the local authority that the provider is based within and then claimed and paid directly to the provider.

*We do not offer 2 year old funded places.*

Further information on early years funding can be accessed via your local authority website: [www.richmond.gov.uk](http://www.richmond.gov.uk)

### **Delivery and Charges**

As the hourly amount will change from year to year so will the amount parents are able to claim. The hour is multiplied by 15 hours per week which is multiplied by the amount of weeks in the term for example;

£3.62 per hour for 15 hours per week provision for each of the 11 weeks of the term.  
Hence  $£3.62 \times 15 \times 11 = £597.30$

The funding can be claimed up to 33 weeks per pupil dependent on their birthday and when they started at Harrodian.

The School will be applying for this funding on your behalf (if you would like us to) and all we need from you is the completed Parent Declaration Form. The funding, once approved, is received directly by the School towards the end of each term and will be credited against your school fees for the term.

Please note that this funding is entirely optional.

### **Parental Declaration**

To claim for EEF, parents must complete a Parent Declaration Form. These will be emailed to parents of eligible children, along with a letter explaining what EEF is and how to fill in the forms. A deadline for completing and returning these forms will be outlined in the letter.

*Any forms received beyond that date will be unable to be processed (without exception).*

### **Queries and Complaints**

Should parents have any queries or concerns, Caroline Parker ([cparker@harrodian.com](mailto:cparker@harrodian.com)) will assist. Any issues not resolved can be taken to the Achieving for Children Early Years Team at [early.years@achievingforchildren.org.uk](mailto:early.years@achievingforchildren.org.uk)

Person responsible: C Parker

Last update: September 2021

Next update: September 2022