Hertfordshire parent declaration form

Childcare provider name:

Brightside Preschool

I confirm that I have been provided with, read and understood the supporting privacy notice. This includes why we need your family information, what we will do with it, how long we will keep it, what are your rights, clarification on eligibility and using your Childcare Support hours. By completing this parent declaration form, I am agreeing to the privacy notice. Any Childcare Support eligibility code/ Two year old reference code provided has been checked by both the parent and provider before the completion of this form to ensure the entitlement can be used.

Child details

Boxes marked with a * are mandatory

First name*

Middle name (s)

Surname*

Date of birth* (dd/mm/yyyy)

/ /

Sex*

National health number* (NHS)

Ethnicity*

Address* (with postcode)

Early Years Pupil Premium (EYPP) extended criteria (please only tick if applicable)

- ☐ Adopted
- ☐ Child arrangement order
- ☐ Child looked after
- ☐ Special guardianship order
- ☐ None

Parent/carer details

This information is required to confirm eligibility for EYPP and Childcare Support. The Early Years Service may contact you by email to gather feedback on the Childcare Support entitlements.

Please ensure you enter the details of the parent who has applied for Childcare Support.

Email*

First name*

Surname*

Date of birth (dd/mm/yyyy)*

National Insurance Number*

For staff only

Child's passport/birth certificate number

Document number recorded by:

Date document number recorded (dd/mm/yyyy)

Childcare Support entitlement

- Autumn period (1 September – 31 December) – 14 weeks term time
- Spring period (1 January – 31 March) – 11 weeks term time
- Summer period (1 April – 31 August) – 13 weeks term time

Is this a stretched offer? ☐ Yes ☑ No If yes, how many weeks across the year?

(If you spread your Childcare Support hours over more than 38 weeks, this is known as the stretched offer)

Two year old reference code: (families receiving additional government support) you will need to apply via the HCC website (e.g. AA/123456)

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Childcare Support eligibility code: (for working families entitlement) This should consist of 11 numbers

	Autumn	Spring	Summer
Start date	08/09/25	05/01/25	14/4/25
No. days per week			
Total hours per week			
Total Childcare Support hours per week			
No. of weeks	14	11	13
Food charges p.w*	1	1	1
Consumables Charges p.w*	0	0	0
Activities Charges p.w*	0	0	0

Please complete if child is in receipt of Disability Living Allowance (DLA)

DLA form reference number

DLA form start date (dd/mm/yyyy)

/ /

DLA form expiry date (dd/mm/yyyy)

/ /

This allows the early years provider to claim Disability Access Fund (DAF) which supports your child to access their childcare. DAF can only be claimed by one provider.

Splitting your Childcare Support

Does your child attend another childminder/day nursery/pre-school/school nursery for their Childcare Support entitlement. If yes, name?

Please nominate the main provider where the local authority should pay the first 15 hours to:

Please note, all early years providers must agree on the Childcare Support hours offered.

Parent declaration

I confirm that my child is attending the early years provider(s) for the Childcare Support entitlement and that the information I have provided above is accurate and true. I understand and agree to the conditions set out in this document and I authorise Brightside Preschool to claim the Childcare Support entitlement as agreed above on behalf of my child.

I understand how the Childcare Support entitlement will be delivered for my child. If my child is receiving a stretched offer and reverts to the term time offer, the number of Childcare Support hours available each week may be affected.

*I have been made aware of any additional voluntary charges, including those for meals, nappies or trips.

I will make every effort to ensure my child attends the Childcare Support hours agreed. I am aware that to continue receiving Childcare Support (for working families) that I need to recheck my eligibility code every 3 months as a minimum, in my government gateway childcare service account.

Name*

Date* (dd/mm/yyyy)

/ /

Signature*

Any changes to the declaration must be noted below and signed by the parent/carer during the year.