



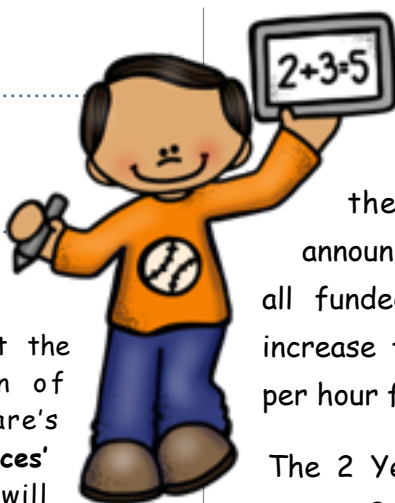
Grafton Childcare

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Additional Services

Please read pages 2 - 3 for full details about the implementation of Grafton Childcare's 'Additional Services' charges which will come into effect on the 1st April 2017.



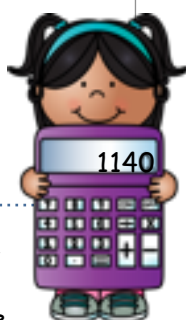
Early Years Funding

We are delighted to inform parents that the Devon Early Years Funding Team has announced that the rate of Early Years Funding for all funded 3 and 4 years olds across Devon, will increase from it's current £3.70 per hour to £3.98 per hour from the 1st April 2017.

The 2 Year Old Funding will also increase from its current £4.88 per hour to £4.90 per hour from the 1st April 2017.

30-hour Early Education and Childcare Entitlement

From September 2017, 3 and 4-year-olds of working parents will be eligible for 1140 hours of government-funded early education and childcare per year - the equivalent of just over 23 hours per week stretched over the 49 weeks, Grafton Childcare operates. Please read pages 4 - 5 about how we shall be providing the 30 hours at Grafton Childcare



Sadly the bad news is that these rates will probably be frozen for all Early Years Settings in Devon until April 2020. Which means that with the annual increases in Living Wage rates, food and general running costs for the Early Years sector many settings will begin to charge parents for 'Additional Services' not covered by the Early Years and 2 Year Old Funding for 2, 3 and 4 years olds.

With this in mind we shall be increasing our hourly fees from their current £4.43 per hour to £4.55 per hour from the 1st April 2017. For all children who attend Grafton Childcare. This is just 12p per hour, we have worked really hard to keep this increase as low as possible, please read pages 2 - 3 for full details.

Consumables

The following consumables are included in our '**Additional Services**' charges:-

All craft supplies, including paint, glue, paper and embellishments; messy play resources; our washable nappies; wipes; disposable gloves; disposable nappy liners, tissues and toilet paper; hand cleaner; antibacterial gel; Suncream; Fairy Liquid; Flash; caps for our water cooler bottles; Daz; Milton Fluid, Carpet Cleaner, Nappy Bags, 1st Aid Supplies etc.

Did you know that we use over 936 rolls of toilet paper a year, around 147 boxes of tissues and over 108 boxes of gloves.

Meals, Snacks and Baking

All the drinks, breakfasts, am and pm snacks, cooked lunches, cooked dinners and all the food stuffs used in our regular cooking and baking sessions, including the bags and tubs to take cooked items home in are covered by our '**Additional Services**' charge.

Additional Services

On the 1st December 2016 the Department of Education issued the following guidance on '**Additional Services**'.

"You should use government funding to provide high-quality, flexible early education and childcare. You **shouldn't** use this funding to cover the cost of consumable items, such as drinks, meals or nappies, or additional services, such as baby yoga, music lessons and school trips.

You can charge parents for additional items or services, but you mustn't make this compulsory for any parents taking up a publicly funded place for their child."

From the 1st April 2017 the additional 57p per hour which we charge will cover the costs of all consumables; washable nappies; wipes; drinks; breakfasts; snacks; cooked lunches, cooked dinners and baking sessions.

As well as the time our Cook spends shopping for meals, preparing, cooking and cleaning down the kitchen afterwards. These tasks are NOT carried out by your child's Key Worker.

The additional 57p per hour also covers the cost of your child's Nursery Bag, Daily Diaries, Communication Booklets, Learning Journal, Baking, Craft Supplies, Personal Care Consumables & all Outings.

The Early Years Funding has been calculated on the assumption that all settings are working to their maximum ratios permitted and to the minimum numbers



of qualified staff permitted. Which is only one member of staff qualified as a Level 3 Practitioner or above, with the remaining staff being qualified at a Level 2 or unqualified.

Here at Grafton Childcare part of our '**Additional Services**' charge includes our '**Quality Premium**'. This is to reflect that all of our Key Workers are qualified to at least a Level 3 or 4, in a full and relevant Childcare and Early Years qualification,.

Our '**Quality Premium**' also covers the costs of Grafton Childcare employing additional bank staff so that when we take our children on trips and visits in our locality we can do so with a higher adult to child ratio of staff than the statutory required minimum of 1:4 for 2 year olds and 1:8 for three and four year olds.

Our '**Quality Premium**' also contributes towards the costs of paying our staff annual leave, workplace pension contributions; statutory sick pay; and the annual training costs for their certificates in Paediatric First Aid, Food Hygiene, Safeguarding and other relevant continuous training development courses in Early Years. None of these items are funded by the Early Years Funding yet they are a statutory requirement!

Our '**Quality Premium**' also covers guaranteed advanced booked days/sessions to meet parents working commitments (within our nursery registration and ratios) the days you wish your child to attend and to have the option of changing these days as and when required (spaces allowing) throughout your time at nursery.

These services, benefits and guarantees are all included within our normal hourly fees for all children under 3 years of age. Our Additional Services and our Quality Premium fee will be reviewed each March alongside our annual fee review and is subject to change. Parents will receive 28 days notice of any increase via our blog, website or email.

30-hour Early Education and Childcare

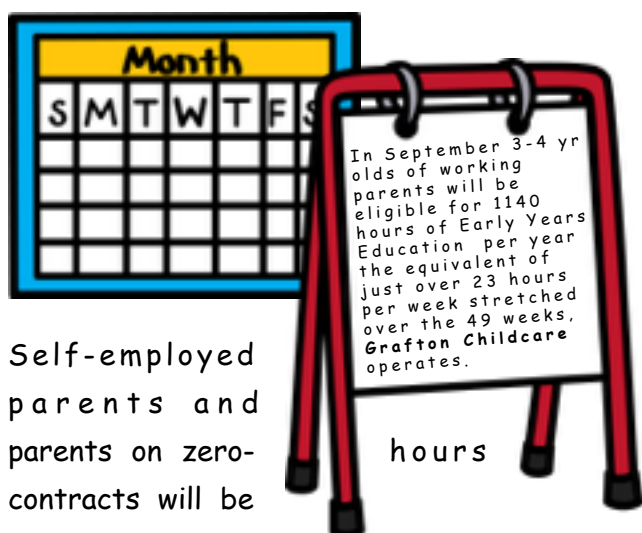
From September 2017, 3 and 4-year-olds of working parents will be eligible for 1140 hours of government-funded early education and childcare per year - the equivalent of just over 23 hours per week stretched over the 49 weeks, Grafton Childcare operates.

Who is eligible

The 30-hour entitlement is available to 3 and 4-year-olds of working parents who meet the earnings criteria. To qualify, each parent (or the sole parent in a single parent family) will need to earn, on average, at least the equivalent of 16 hours on the

national minimum wage or national living wage per week which will be £120 per week from April 2017 for people aged 25 and over, and no more than £100,000 per year.





Self-employed parents and parents on zero-contracts will be eligible if they meet the average earnings criteria.

Families where one parent is not in paid employment or neither parent works will not be eligible. There are exceptions for parents who are on parental, maternity, paternity, adoption or sick leave.

Parents who are studying or in training will not be eligible unless combined with paid work which meets the minimum average earnings threshold.

However, parents will be eligible where one parent is in receipt of benefits relating to caring responsibilities or has a disability and the other parent is working. Single parents who are disabled or have substantial caring responsibilities will not be eligible.

If parents are separated, eligibility requirements will apply to the parent with whom the child 'normally lives', and any partners of parents will also have to meet them.

Parents must apply for both the 30-hour entitlement or the Tax-Free Childcare

scheme through a joint online system administered by HMRC, as the eligibility requirements for both schemes are the same. Parents will be required to reconfirm their eligibility every three months by making a declaration that they expect their earnings to fall within the required threshold. Parents who make inaccurate or dishonest declarations can be fined between £300 and £3000.

National Grace Period

When parents receive confirmation of their eligibility from HMRC, they will receive a code to give to Grafton Childcare. Grafton Childcare will then be required to confirm the validity of this code through the 'Providers Portal' of the Devon Early Years Funding Team.

If a parent suddenly becomes ineligible - they will not lose their childcare place immediately as there will be a national grace period to enable parents to retain their childcare place for a short period of around 3 to 4 months if they become ineligible for the 30-hour entitlement.

This will work the same way in every part of the country, and local authorities and providers will be able to use an online eligibility checker to determine how long the child can continue to receive a 30-hour place.

Any child who loses their eligibility for 30 hours will still be entitled to the universal 15-hour entitlement. The Government is also proposing that local authorities have the discretion to extend the grace period

in exceptional circumstances, for example if the child's parent is the victim of domestic violence and has left their job and home to escape the situation.

More details about how the national grace period will work in practice will be available in the statutory guidance on the 30-hour entitlement, which is expected to be published by April 2017 and we will update parents should any of these details significantly change.

When will Grafton be providing the extended entitlement?

At the moment Grafton Childcare has planning permission to open between 7am and 7pm.

However the Department of Education would like parents to be able to access any funded hours between 6am and 8pm to provide greater flexibility for parents.

We intend to send out a questionnaire to parents later in the year to find out if enough parents would be interested in extending their child's day before 7am or after 7pm. The maximum session length will remain at 10 hours for Early Years Funding per day. Although parents will be able to pay for additional hours should they wish to do so, as they do at present.

There is no mandatory pattern of delivery set by the Department of Education and it will be up to settings themselves to decide

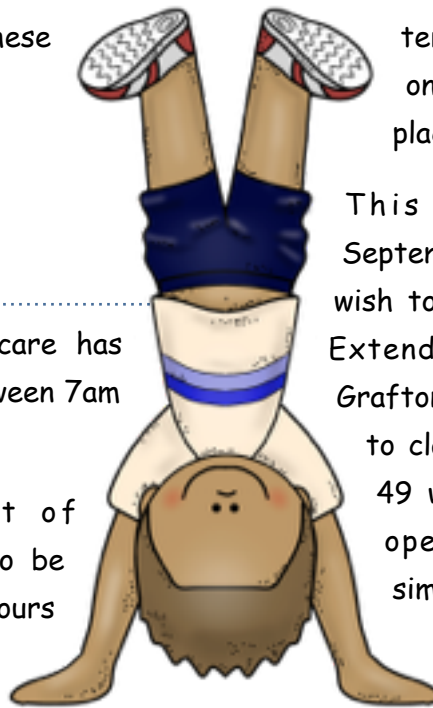
when they offer parents funded hours. Settings can also decide how many funded hours they offer per week.

Grafton Childcare has decided that as from 1st September 2017 that we shall **only** be providing the Early Years and Extended Entitlement '**stretched**' across the 49 weeks per year that we operate and we will no longer be able to offer places term-time only to parents who only wish to take up a funded place.

This will mean that from September 2017 should a child wish to use their Early Years and Extended Entitlement here at Grafton Childcare, they will be able to claim 23 hours a for the full 49 weeks a year which we are open. Attendance patterns similar to those below will be on offer:-

For those parents wishing to access a 100% free space without our 57p per hour 'Additional Service' and 'Quality Premium' charge of £13.11 per week, (this figure equates to a child using their whole 23 hours 'stretched' entitlement at Grafton Childcare).

We shall be offering a maximum of **two** spaces a day between 1pm - 6pm on Mondays, Tuesdays and Fridays (days available are subject to change and can only be booked a maximum of one term in advance).



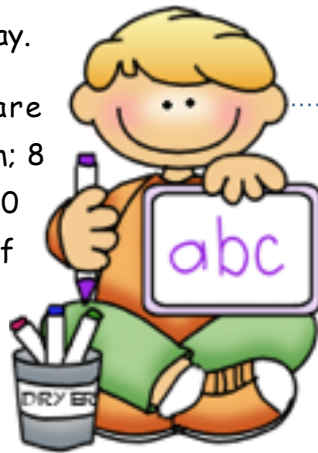
For those parents wishing to access more flexible childcare provision suitable to most working parents we shall offer the following attendance patterns:-

A minimum of three 8 hour days bookable between 7 am and 7 pm per day. e.g. 7 am - 3pm on three days Mondays to Fridays. = 24 hours a week with an **'Additional Service'**, **'Quality Premium'** and one hours non funded Childcare charge of just £17.66 per week for 49 weeks per year. That's Flexible, Guaranteed, 'Stretched' Daily Childcare for **£5.88** a day.

These 8 hour sessions are bookable between 7 am - 3 pm; 8 am - 4 pm; 9 am - 5 pm and 10 am - 6 pm, additional hours of non funded childcare may be booked at the rate of £4.55 per hour or part there of.

For those parents wishing to access shorter 'sessional' flexible childcare provision suitable to some working parents we shall offer the following attendance patterns:-

A minimum of five, five hour sessions bookable between 7 am and 7 pm per day. e.g. 7 am - 12 Midday on Mondays, Tuesdays, Wednesdays, Thursdays and Fridays. = 25 hours a week with an **'Additional Service'**, **'Quality Premium'** and two hours non funded Childcare charge of just £22.21 per week for 49 weeks per year.



That's Flexible, Guaranteed, 'Stretched' Sessional Childcare for only **£4.44** a session..

These 5 hour sessions are bookable between 7 am - 12 noon; 8 am - 1 pm; or 12 noon - 5 pm and 1 pm - 6 pm, additional hours of non funded childcare may be booked at the rate of £4.55 per hour or part there of to **extend** a morning session to a maximum of six hours e.g. 7 am - 1 pm or to **extend** an afternoon session to a maximum of six hours e.g. 1 pm - 7 pm.

New Contracts

We know that this probably all sounds very complicated believe me it has taken us many hours to work out exactly what will be sustainable for Grafton Childcare to provide in the long term in order that we can continue to offer Flexible Family Based Childcare as we have now been doing for over 25 years.

Over the next few weeks we shall be sending out news sets of contracts to ALL our parents and these will come into effect on the 1st April 2017.

If you would like to discuss them in more detail or let us know if you would like to increase your hours in September to reflect the additional support you may well be receiving once you become eligible for our 'Stretched' funding offer please let us know a.s.a.p so that we are able to incorporate your request into your new contracts.

Tax-Free Childcare: 10 things parents should know

Tax-Free Childcare will be available to around 2 million households to help with the cost of childcare, enabling more parents to go out to work, if they want to, to provide greater security for their families.

1. You'll be able to open an online account

You'll be able to open an online account, which you can pay into to cover the cost of childcare with Grafton Childcare. This will be done through the government website, GOV.UK.

Tax-Free Childcare will be launched in March/April 2017. The scheme will be rolled out gradually to families, with parents of the youngest children able to apply first.

You'll be able to apply for all your children at the same time, when your youngest child becomes eligible. All eligible parents will be able to join the scheme by the end of 2017.

2. For every 80p you or someone else pays in, the government will top up an extra 20p

This is equivalent of the tax most people pay - 20% - which gives the scheme its name, 'tax-free'. The government will top up the account with 20% of childcare costs up to a total of £10,000 - the equivalent of up to £2,000 support per child per year (or £4,000 for disabled children).



3. To qualify, parents will have to be in work, and each earning at least £115 a week and not more than £100,000 each per year

The scheme is designed to be flexible for parents if, for example, they want to get back to work after the birth of a child or work part-time.

4. Any eligible working family can use the Tax-Free Childcare scheme - it doesn't rely on employers offering it

Tax-Free Childcare doesn't rely on employers offering the scheme, unlike the current scheme Employer-Supported Childcare. Any working family can use Tax-Free Childcare, provided they meet the eligibility requirements.

5. The scheme will be available for parents who are self-employed

Self-employed parents will be able to get support with childcare costs in Tax-Free Childcare, unlike the current scheme (Employer-Supported Childcare) which is not available to self-employed parents. To support newly self-employed parents, the government is introducing a 'start-up' period. During this, self-employed parents won't have to earn the minimum income level.

The scheme will be available to parents on paid sick leave and paid and unpaid statutory maternity, paternity and adoption leave.

6. If you currently receive Employer-Supported Childcare then you can continue to do so

You do not have to switch to Tax-Free Childcare if you do not wish to. Employer-Supported Childcare will continue to run. The current scheme will remain open to new entrants until April 2018.

Parents already registered by this date will be able to continue using it for as long as their employer offers it.

However, Tax-Free Childcare will be open to more than twice as many parents as Employer-Supported Childcare.

7. Parents and others can pay money into their childcare account as and when they like

This gives you the flexibility to pay in more in some months, and less at other times. This means you can build up a balance in your account to use at times when you need more childcare than usual, for example, over the summer holidays.

It's also not just the parents who can pay into the account - if grandparents, other family members or employers want to pay in, then they can.

8. The process will be as simple as possible for parents

The process will be as easy as possible for you. For example, you'll re-confirm your circumstances every 3 months using a simple online process; and there will be a

simple log-in service where parents can view accounts for all of their children at once.

9. You'll be able to withdraw money from the account if you want to

If your circumstances change or you no longer want to pay into the account, then you'll be able to withdraw the money you have built up. If you do, the government will withdraw its corresponding contribution.

More information will be available ahead of the scheme being introduced so parents making childcare decisions are able to consider all their options.

10. If you would like to be kept up to date about the new Childcare Schemes which will be starting in 2017 follow this link.

<https://www.tax.service.gov.uk/childcare-schemes-interest/welcome>

