



Terms and Conditions & Criteria for applying for a 30 hour place at Pinner Wood School

Pinner Wood Nursery 30 hour sessions run Monday to Friday from 8.40am - 3.00pm term time only.
To meet the 30 hour criteria you must confirm the following:

- 1) I/We confirm my child is born between 1st September 2017 and 31st August 2018.
- 2) I/We can confirm we are eligible for a 30 hour nursery place. Please check your eligibility by visiting <https://www.childcarechoices.gov.uk/how-to-apply-for-30-hours-free-childcare/> or follow the link on Pinner Wood website (join us - admissions - criteria for 30 hour nursery).
- 3) I/ We can confirm that we are looking to send my child to Pinner Wood for Reception.
- 4) I/We will complete the Nursery Admissions form.
- 5) I/We understand the 30 hour offer is not flexible and our child will be expected to have regular attendance at all sessions (95%+). Please note as you will be receiving 30 hour Government funding for your place a very specific absence criteria applies. Please read the attendance information below as stated on page 12 of the Early Years Providers Handbook:

Attendance Information

Holiday - To continue to receive funding a child must take no more than 2 weeks (10 school days) holiday throughout the academic year. If the holiday is for more than two weeks, then the funding will only be paid for half a term. If the child then takes another holiday of any length during the same academic year, no further funding will be paid.

Illness and Absence - If there are exceptional circumstances, for example when a child is genuinely absent due to illness or sickness, the provider (Pinner Wood) should contact FIS to discuss and clarify funding for the child.

It is important that 30 hour funded pupils follow the absence policy set out in the Handbook.

- 6) I/We have read and understand the attendance information and agree to reimburse Pinner Wood for any loss incurred in funding.
- 7) I/We will report my child's absence to the school office every day they will not be attending by 9.30am either by leaving a message on the attendance line, Parent Mail or by sending an e-mail to office@pinnerwood.harrow.sch.uk
- 8) **I/We agree to give at least half a terms notice of withdrawing our child's place at Pinner Wood nursery.**

We currently have 13 spaces at 30 hours in our nursery. If more applications are received than there are places for 30 hours, places will be offered to children in the following order:

- Children of staff
- Siblings of pupils currently on roll at Pinner Wood School from Reception and at time of admission.
- Distance from school. (This will be measured in a straight line from home to the school site.)

As there is no statutory requirement for nursery there is no right of appeal. Should a 30 hour offer be made it will be necessary for you to ensure check your child's eligibility and have your code validated by the school office. **This code should be received by the school office no later than 30th June 2021.** Please note, a child cannot start accessing the extended entitlement for the first time within their grace period (period between the validity end date and the grace period end date) even if the code has been validated.

A full copy of the Early Years Providers Handbook is available at:

<https://www.harrow.gov.uk/downloads/file/24154/final-handbook-2019-20>

Please ensure you read and understand the content of the terms on which the funding for which you are applying for will be paid by the Council. Please note in particular the following information contained in the handbook;

- the nature of the offer and admissions criteria available to parents at the point a child first accesses provision at their setting; and
- funding arrangements as described at paragraphs 2.20 to 2.22 in the Early Years Handbook; and
- those eligibility for funding criteria at section 3 of the Early Years Handbook; and
- those Charging Guidelines at paragraph 4.12 to 4.20 and
- the Additional Support Information at paragraphs 5.2 to 5.11; and
- the consequences of make a fraudulent claim at section 6; and
- Information about to whom to complain at section 7.