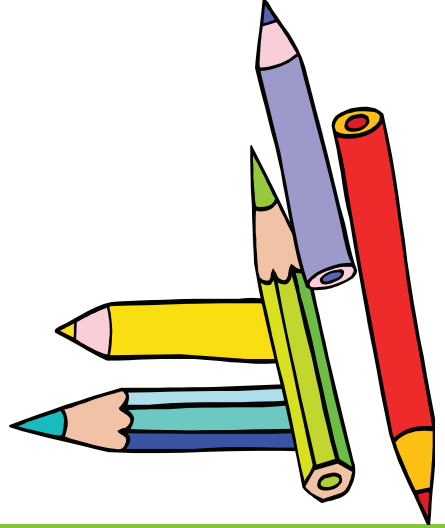


Where can my child receive the grant?

Only providers registered as part of the Reading Early Years Service are able to offer free early years places. Many pre-schools, independent schools and day nurseries are included, please call our helpline to receive a list of all those in the Reading area.

Do I have to live in Reading to claim a place from a Reading provider?

Free early years places are funded using central Government money, therefore, you may live in another local authority area and still claim a free place from a Reading setting.



**Reading Borough Council
Education & Children's Services
Civic Centre, Reading
RG1 7WA**

**Early Years Helpline:
0118 937 2560**

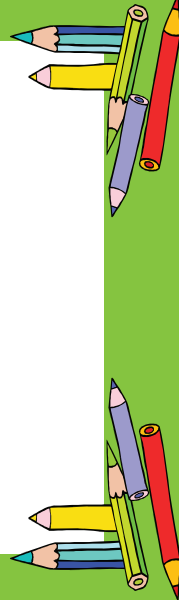
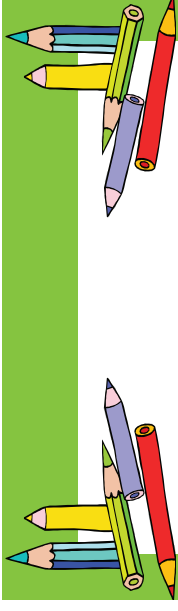
**Visit our website at:
www.reading.gov.uk/earlyyearsfunding**



FREE EARLY YEARS ENTITLEMENT FOR 3 AND 4 YEAR OLD CHILDREN

What is a Free Early Years Place?

All three and four year old children are entitled to a free part-time early years place at a nursery or pre-school before they reach school age. This entitlement not only helps towards the cost of childcare but it also enables children to start to learn and play with other children in a fun, safe and structured environment.



When are children eligible to claim?

Children become eligible to claim a free early years place from the start of the term following their third birthday.

A child born between 1 January and 31 March is entitled to claim from the start of the summer term.

A child born between 1 April and 31 August is entitled to claim from the start of the autumn term.

A child born between 1 September and 31 December is entitled to claim from the start of the spring term.

Terms generally cover the following months.

Summer April-July

Autumn September-December

Spring January-March

How do I claim?

You need to register your child with a provider who is registered with the Reading Early Years Service. When your child is eligible the provider will give you a parental agreement form to complete. You will need to fill out the form and return it to the nursery/pre-school who will then make a claim for funding from the Early Years Team.

How long is a Free Early Years Place?

Children are entitled to claim up to 15 hours per week of free entitlement for a maximum of 38 weeks a year. Early years providers can decide how to offer the free places and patterns of delivery vary from provider to provider, however, they will be offered in line with the following limits:

- **No more than 10 hours offered per day.**
- **No less than 2.5 hours offered per day.**
- **No offer made before 7am or after 7pm.**

Please discuss your requirements with your chosen provider, as the level of flexibility offered will depend on their individual circumstances.

Do I need to register by a certain date?

Each term we set a 'headcount day' and children not attending at an early years provider by that date may not be able to claim a free funded place until the start of the following term. Please ask your early years provider for dates of the headcount days.

How is the payment made?

Providers are sent twice termly payments by Reading Borough Council to provide free early years places to eligible children for up to a maximum of 15 hours per week. No charge is made for the free places, however, if you exceed your free entitlement you will have to pay a fee for any additional services or time spent at the nursery. This could include hours attended during the academic school holidays as the entitlement only covers children for a maximum of 38 weeks a year.



Reading Early Years
& Extended Schools Service