

ST MARGARET'S

SCHOOL

Dear Parents,

In order to qualify for the 15 hours 3-4 years old funding for your child(ren) you are required to complete a declaration form for the full academic year of application. Children become eligible in the funding period after their third birthday and remain eligible until they start Reception.

If you have been entitled to the funding before then you need only complete this form. If it is the first time you have applied then you will need to present your child's birth certificate and/or passport to the School office for a DOB check as required by Herts County Council.

Please complete the sections as follows:

Section A

- Child detail (main)
- Parent/Carer details

Section B

- Provider details, only if you are splitting the funding with other childcare providers.

Section C

Funding Periods (3 & 4 year olds column), please cross out a term if it is not applicable.

- No. of days per week
- Total hours per week (as booked)
- Total free hours per week 15

Parent/Carer declaration – please sign and date

Present copy of passport and/or birth certificate to the School Office with the forms if 1st application.

If you have any queries please contact childcare@hertfordshire.gov.uk or contact admissions@stmargarets-school.org.uk

Kind regards

The Admissions Team