

# Nottingham City Council

**EARLY YEARS PUPIL PREMIUM**

**FREQUENTLY ASKED QUESTIONS**

**GUIDANCE FOR PNCI EARLY YEARS PROVIDERS**



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This information is in addition to the information on the Website and in the Annual Provider Agreement;

## **ELIGIBILITY**

### **Q1. Will all providers receive the funding?**

All registered early years providers on the Directory of Providers for delivering the funded early education entitlement are eligible to claim the EYPP for eligible 3 & 4 year olds. However, as per the early years entitlements funding, and detailed in the Provider Agreement, if a provider is rated with an 'inadequate' grade by Ofsted, or are issued with a Welfare Requirements notice, early years entitlements funding, including EYPP, will not automatically be withdrawn. However, if at any time Nottingham City Council believes children are at risk within the setting, it may immediately take action to suspend funding and the provider will co-operate with Nottingham City Council's reasonable instructions in connection with transferring children and families to other providers, if required, and, where appropriate.

### **Q2. Are all 3 and 4 year old funded children eligible for the EYPP?**

No. The EYPP is only available to 3 and 4 year olds that are accessing the early education entitlement and if they meet the set eligibility criteria. Children will become eligible at different points in the year depending on when they turn 3/4 the same as their eligibility for the early education entitlement. It would therefore be appropriate for a child's eligibility to be checked at the point when the parent indicates that they wish to take up the early education entitlement for their child. Eligibility criteria can also be found in the latest copy of the Provider Agreement.

### **Q3. Who is responsible for identifying eligible children?**

Providers are responsible for identifying which of the children in their care may be eligible for the EYPP. Providers typically already collect paperwork from parents claiming the early education entitlement, including the Parent/Provider Agreement. This Agreement includes a section to collect information from the parent to enable, and give permission for, the EYPP eligibility check to be conducted. It will be voluntary for parents to give this information but it is hoped that if this information is collected for all parents, all eligible children will be identified.

### **Q4. How is eligibility checked?**

The EYPP Process Flowchart on how to check eligibility is on the Early Years Website - [Early Years Pupil Premium \(nottinghamcity.gov.uk\)](https://www.nottinghamcity.gov.uk/early-years/pupil-premium) Having entered relevant details onto the Early Years Provider Portal against the child's name, the Early Years Team submit the parent details to the Department for Work and pensions and the Eligibility Checking Service will check if the family meets the criteria. Providers will be informed on a termly basis which children attracted EYPP funding.

### **Q5. How often does a child's eligibility need to be checked?**

Usually only once a year, when a potentially eligible child is identified.

### **Q6. Are 4 year olds in primary school reception classes eligible for the EYPP?**

No. These children will receive the school age Pupil Premium and therefore will not be eligible for the EYPP.

### **Q7. What happens if a child stays on in early years provision rather than joining a school reception class? Are they still eligible for the EYPP?**

If a child is still receiving the early education entitlement and meet the eligibility criteria, they would still be eligible for the EYPP.

### **Q8. Do children have to access the full early education entitlement (i.e. 570 hours) to be eligible for the EYPP?**

No. Providers will receive EYPP funding that is proportionate to the number of hours that a child is taking up.

## **FUNDING**

### **Q9. Is EYPP funding linked to the base rate and supplements for 3 and 4 year olds?**

No. The eligibility criteria states that the child must be accessing their early education entitlement but the EYPP is an additional hourly rate. This is separate to the base rate. If the child attracts EYPP funding, they could be eligible for the Deprivation Supplement, in addition to the hourly rate. EYPP is payable only for the universal 15 hours. The rate is set nationally and there is no local discretion over the rate or eligibility criteria.

**Q10. How will the EYPP be paid?**

The EYPP will be paid as an hourly rate in addition to the rate for the early education entitlement hours. Providers will be informed on a termly basis which children attracted EYPP funding. Funding will be calculated termly, based on the number of hours attended for a child whose family is confirmed as eligible.

**Q11. How will the EYPP be paid to childminders who are registered with a childminder agency?**

Childminders registered with a childminder agency can receive their funding directly or funding can be claimed on their behalf through their childminder agency, who will then pass it on to them.

**Q12. What if a child moves to a different provider?**

As per the arrangements for the early years entitlements funding, the EYPP funding will follow the child & LA's will only fund providers based on the number of hours they have actually received at each setting. If a child moves to a different provider during the year, this should be recorded on the Capita Headcount Portal which will adjust the funding so that the allocation of EYPP that is proportionate to the number of hours of early education that a child takes up at the new provider.

**SPENDING AND MONITORING THE EYPP**

**Q13. What can the EYPP can be spent on?**

The Government has not imposed restrictions on how providers spend the EYPP, early years settings will have the freedom to decide how to use the EYPP to help 3 and 4 year olds learn and develop. However the money is spent, settings will need to be clear, with supporting guidance from Ofsted, on how this has resulted in a measurable quality improvement. The Early Years Team provide a range of evidence based training courses that could support effective use of your EYPP.

**Q14. How will the EYPP be monitored?**

Ofsted are responsible for monitoring the impact of the funding.

**Q15. What if EYPP funding has purchased equipment and the provision closes?**

If any setting closes, approval needs to be gained from the LA for permission to dispose of, or transfer, assets purchased with any funding given by the LA, this includes equipment bought with EYPP money. If the equipment was purchased for a specific child, who is still accessing early years provision but at a different setting, this piece of equipment should ideally be offered and gifted to this setting to continue to supporting the child in the first instance. Alternatively, it is hoped that such equipment would be transferred in good faith to another setting rather than sold. If neither of these options are taken and the setting has received permission from the LA to dispose of the assets then the equipment can be disposed of or sold by the setting.

**MORE INFORMATION**

**Q16. How should Providers promote the EYPP to parents?**

It is possible that Providers may experience some reluctance from parents around consenting to having their eligibility checked, given that it is linked to their personal circumstances. Providers are already well versed in dealing with parents, their concerns and promoting their provision to parents, addressing the concerns of parents relating to the EYPP is no different. Providers need to be confident and approachable in how such situations are dealt with, discussing parent's concerns with them and addressing them as best they can, being aware that by consenting to the eligibility check parent's benefits will not be affected, nor will it mean the Provider knows what benefits the parent is in receipt of. It is essential that parents get the right message so they feel supported in consenting to the EYPP check. Including consent for the eligibility check into the Parent/Provider Agreement aims to make the check a normalised, integrated part of accessing the free early education entitlement. Providers may find it helpful to nominate key staff members as liaison points for parents with queries about the EYPP. The LA Early Years Team has produced a promotional poster, downloadable from the Early Years Website, to promote the EYPP and encourage take up that providers can display.

**Q17. Who do Providers need to contact for further information or if they have queries?**

If your answer has not been addressed through this document, the Website information or the annual Provider Agreement, please contact your EYFS Support Worker with your query in the first instance.

Prepared by the Early Years Team (April 2015)  
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