



Stay Connected with Early Years!

Issue 10 – 2nd April 2025

Read me now – Urgent and important information

Important Updates from the Early Years Funding Team

For any queries relating to funding, please email eyfunding@nottinghamcity.gov.uk and our Funding Team will aim to respond within 7 working days. Please note that a lot of answers to queries submitted (such as payment dates, portal opening dates and how payments are calculated) can be found in the **latest Provider Agreement and Further Information and Example Documentation Pack**. These refreshed documents for 2025/26 are now on the Funding Page of the Early Years Website.

There have been several queries raised with the Department around **charging** for consumables, and regarding providers setting a certain number of “fully free” places, with the rest being “funded” places, in respect of which providers impose additional mandatory charges. The legislation requires the local authority to secure that places are available **free of charge to each eligible child in their area**, the Department do not consider that offering free places only to *some* eligible children meets this duty. Providers can choose to cap the number of early years entitlements places they offer within their setting overall, but all of the places that early years entitlements funding is received for must be accessed free of charge to parents. There must not be any mandatory charges for parents in relation to the free hours. Further information, including frequently asked questions documents can also be found on the Funding Page of the Early Years Website.

The Funding Team have received a high volume of **Adjustment Forms**. The deadline for Adjustment Forms was 31st March 2025 and these are being processed, and payment will be with you in due course.

All this information and more can be found on the [Funding Page of the Early Years Website](#).

Spring Term 2025 Childcare Sufficiency Provider Survey

As the Government expansion of early years entitlements and wraparound provision progresses, it is important the local authority has access to reliable supply data to ensure the city maintains a sufficient, sustainable and accessible early years and childcare market. Your contribution, through completing the Childcare Sufficiency Provider Survey will ensure our data is current and accurate to inform place expansion.

The local authority launched the Spring Term 2025 Provider Survey on 5th March 2025 with a closing date of Friday 21st March 2025. Thank you to those who have completed and submitted their survey. There remain a number of outstanding surveys and it is essential we have a 100% return to ensure our data is accurate.

If you have not completed a Provider Survey for your setting, the survey can be accessed by clicking [this link](#) or by scanning the QR code. Any questions, please email childcaresufficiency@nottinghamcity.gov.uk

Childcare Sufficiency - Early Years
Provider Survey March 2025



Please complete and submit your survey and place and vacancy data by Friday 4th April 2025

Food Vouchers

These were sent out on Monday to those eligible settings. Please ensure you **complete the compliance statement** which accompanies the email and **return this as soon as possible**. This is a new step which you may not be familiar with but will periodically be included with the emails. We will resend the end of term reports detailing the accurate EYPP children as soon as possible, we are awaiting information from Capita to enable us to run this report, the current report can be used as a guide. Please contact eyfunding@nottinghamcity.gov.uk if you need to know your EYPP children if your current report does not match with the numbers of vouchers issued.

Read what's coming up next - Important but not urgent information

Could you be claiming Employment Allowance?

Employment Allowance is being increased to protect businesses by providing relief of up to £10,500 per annum on their employer Class 1 National Insurance Contribution liabilities from 6th April 2025. Early Years Childcare Providers are entitled to claim the Employment Allowance if they are private businesses or charities, and it is expected that the vast majority will be eligible to do so. See further information in the Financial Management Section of our website [here!](#)

New Digital Service to Check Early Years Qualifications Now Live!

The Check an Early Years Qualification (CEYQ) service to help Early Years managers verify whether qualifications meet ratio requirements is a free service which is now live on [GOV.UK](https://gov.uk)

This service is available to help managers streamline qualification checks and support workforce planning and will save managers valuable time during recruitment and HR processes to ensure they have appropriately qualified staff in place. For more information, check out the Being an Employer Section of our website [here!](#)

Save the Date – Conference for Providers of Wraparound Childcare Provision

If you provide before and after school care for primary school aged children then please pencil the date of **Saturday 15th November 2025** in your diaries for an exciting, full day conference at East Midlands Conference Centre. More details will follow in due course, but the day will comprise of a welcome address, inspiring keynote speaker and exciting choices of workshops!

Read when you get a moment – Information you might find interesting

Easter Openings Hours for the Early Years Team

As Nottingham City schools and academies and our term time only providers break for Easter this Friday, we would like to take this opportunity to remind you that the next Stay Connected will be issued on Wednesday 16th April 2025 and that the Early Years Office will be closed on Friday 18th April 2025 and Monday 21st April 2025 for the bank holidays.

Please do not reply to this email.

You have received this email because you are an Early Years Provider in Nottingham City or you have specifically requested receipt of this bulletin.

For the latest, and previous, copies of this bulletin, please go to '[Stay Connected with Early Years](#)' on our [Early Years Website](#). You can also follow us on X [@Earlynottingham](#)