**Changes to how Maintained Schools and Academies with receive their Early Education Funding with effect from April 2017**

Since the introduction of universal nursery education for 3 and 4 year olds Buckinghamshire County Council (BCC) has been operating two systems for the payment of Early Education Funding (EEF) to schools. This depended on whether you operated a designated nursery class or delivered early education through the extended services agenda. As you are no doubt aware since September 2015 Schools are no longer required to have a separate Ofsted registration for their Early Years provision although a small number still do and therefore it seems an appropriate time to rationalise our processes. With effect from April 2017 **all** **schools,** including Academies and those who still have separate Ofsted registrations, will be paid via the school’s budget share for eligible 2, 3 and 4 year olds.

Indicative budgets will be issued as part of the main school budget in March and will be based on the previous year’s attendance figures. Adjustments based on actual participation will be made in September, January and March. For schools that plan to deliver the additional 15 hours from September 2017, to those families who meet the eligibility criteria, indicative budgets will not include this figure but adjustments based on actual take up will be made in January and March 2018. You need to consider whether you intend to deliver the additional hours now so that eligible parents can make an informed decision about how they might access their 30 hours. For support with this please contact the Early Years Commissioning Team at [eydcp@buckscc.,gov.uk](mailto:eydcp@buckscc.,gov.uk)

It will be essential that you complete your school census accurately and submit via Any Comms in a timely manner to ensure adjustments can be made before year end. You will also need to ensure they have completed the relevant paperwork with each family detailing the number of hours they will attend and recording that you have seen evidence of the child’s date of birth <https://extranet.buckscc.gov.uk/early-years/eef-early-education-funding/early-education-funding-forms/>. The paperwork will support you in the event a child’s attendance is subject to a duplicate claim. Academies should submit their census to BCC as well as the Department for Education (DfE) to ensure that they receive the appropriate level of funding and adjustments can be made promptly. Claim amendment forms should be submitted wherever a child joins or leaves the school after census/ termly count date. Where a school operates a ‘staggered’ start you must complete the actual start date for each individual child not the first day of term. All children should be in attendance for their full hours claimed by census/ termly count date.

Pupil Premium is paid for eligible 3 and 4 year olds at 53 pence for every hour attended. Schools can use the on-line checker to confirm eligibility and once confirmed the payment will be adjusted accordingly. The checker can be found at: <https://www.cloudforedu.org.uk/oeypp/buckscc>

As part of the change of funding into the revenue budget you may wish to consider transferring all or part of their community balance where it relates to the early years provision.  We ask that should you wish to make this transfer you put a request into the finance service desk in the new financial year once year end balances have been confirmed.

Should you have staffing related to the nursery provision coded to your community area you will need to inform your HR partner of the change to revenue from the 1st April to ensure all costs are accounted for correctly.

For your information the following income codes will be used:

Earl Years base rate funding: 992348

Early Years deprivation funding: 992343

Early Years Pupil Premium: 992433

If you have any further questions please e mail: [earlyfunding@buckscc.gov.uk](mailto:earlyfunding@buckscc.gov.uk)