



To apply for support towards childcare costs, please complete the Application for Financial Support along with this form.

Application for Childcare Funding 2018/2019

If you are under the age of 20, contact Care to Learn.

Please complete this form clearly and accurately using BLOCK CAPITALS and BLACK INK

Part 1 Student Details

Name of Student _____ Student's Date of Birth _____

Part 2 Childcare Provider Details – The Childcare Provider should complete this section.

To receive funding, students must use Halesowen College Nursery if a space is available.

Childcare Provider Name _____ Ofsted Registration Number _____

Address _____
 _____ Postcode _____

Name of Contact at Childcare Provider _____

Telephone _____ Email address _____

Part 3 Details of Children

Name of Child	Date of Birth	Age as at 31.08.18

I confirm that we are providing Childcare for the above named children covering the following times per week:

Sessions in your care (please circle)	Monday		Tuesday		Wednesday		Thursday		Friday	
	AM	PM	AM	PM	AM	PM	AM	PM	AM	PM
Total cost per day	£		£		£		£		£	
Free hours (please tick where free hours are being used if applicable)										
TOTAL COST PER WEEK TO PARENT	£				Please exclude any free hours in the total cost.					

Part 4 Terms and Conditions

Completing this application does not guarantee childcare funding. The student and childcare provider will receive a letter to confirm eligibility and any contribution the college can make.
Halesowen College is making a contribution towards childcare fees and this may not cover the cost in full. The childcare provider must recoup any shortfall from the student.
Any funding will start from the date the completed application for financial support and for childcare was received and approved by Halesowen College.
Any payments will be made in arrears directly to the childcare provider via BACS within 30 days of receipt of an invoice.
Funding will be provided for timetabled hours only, until the student's published course end date. College holidays, bank holidays and any other college closures will not be funded. Retainer fees will not be funded.
The required level of attendance for students is 90% and funding may be revoked if attendance falls below this level. Students are then responsible for paying the outstanding fees to the provider.
If you are entitled to Government Funded Childcare Hours such as 15 free hours for 2-5 year olds, these MUST be used first for your College timetabled hours. The College will only support childcare costs where there are remaining fees to be paid. For example, if your College hours were 20 hours per week then the college funding would only support the additional 5 hours. This also applies if your child is eligible for free hours throughout the year.
If the student withdraws from their course or fails to attend regularly, the student will need to repay all funding awarded and will be liable to pay any outstanding fees to the childcare provider.
Any contribution will be capped at the rate charged by Halesowen College Nursery. If the child turns 2 in the academic year, the contribution we make will reduce. You will receive confirmation of this in writing.
Any additional funding for Childcare hours will not be paid. Any changes with hours, prices etc. should be communicated to the Student Hub.
Halesowen College will process the information you have provided in accordance with the Data Protection Act. The data will be processed for the purpose connected with the student's studies. The College will record and hold securely any information of a personal or sensitive nature.
The contract for childcare is between the nursery and the student; Halesowen College has no contractual relationship with or obligation to the Childcare Provider.

I agree to and understand the terms and conditions stated above. I agree for Halesowen College to store and process the personal information provided to substantiate the financial support application. I agree for Halesowen College to process and store this to administer financial support.

Student's Signature _____ Date _____
 Childcare Provider's Signature _____ Date _____

<u>Office Use Only</u>	
Received By _____	Received Date _____
Associate ID _____	
Assessed by _____	
Signed _____	Date _____
Value of Support per week	£ _____
Number of weeks	_____
Total Commitment	£ _____