

Add a Child as a Future Starter



Adding a Future Starter

To prepare for upcoming enrolments, future starters can be added in advance via the Live Register. Simply navigate to the 'Early Years' menu and select 'Live Register' from the dropdown list.

The screenshot shows the Surrey County Council dashboard. The top navigation bar includes 'Home', 'Early Years' (highlighted with a red box), 'Your account', 'Help', 'Logout', and 'EY Training Childminder'. A dropdown menu is open under 'Early Years', with 'Live Register' highlighted by a red box. The main content area shows a 'Dashboard' section with a breadcrumb trail: 'Home > Children and families > Establishment Portal > Dashboard'. Below this, there are several data cards and sections:

- Submissions:** A Headcount for Autumn term, An Estimate for Spring term, -Sep-2025, Nov-2025. Includes buttons for 'View Messages (5 / 5)' and 'Refresh'.
- Under 2's:** 0
- Disadvantaged 2 year olds:** 3
- 2 year olds Working Parent:** 1
- 3 year olds:** 1
- 4 year olds:** 0
- Total Children:** 4
- Requested / Receiving EYPP:** 0 / 0
- Requested / Receiving DAF:** 0 / 0
- Receiving Working Parent Entitlement:** 1
- Online Eligibility Checks:** Includes buttons for 'Age / Eligibility Checks' and '2 Year Old Application'.

Future starters can be added during the term prior to their eligibility. To begin, click the 'Future Starters' button.

Live Register

Home > Children and families > Establishment Portal > Live Register

Live Register

Private and Voluntary Providers - Use the Live Register to record all funded children attending your provision. It will be used as the basis for your Headcount and Early Years Census so be sure that it's kept up-to-date and it includes all funded children from the age of 9 months at your provision.

Maintained and Academy Schools - Use the Live Register to record all funded children aged 2 and under at your provision. You should not record any children in receipt of 3 and 4 year old funding on your live register as you are funded for these children via your school census. Please ensure you have sent all 3 and 4 year old eligibility codes and EYPP requests to fundeearlyeducation@surreycc.gov.uk for processing.



Future Starters (4) Add Child

EY Training Childminder

Name	Sex	Date Of Birth	Age	Days Per Week	Funded Entitlement	Working Parent Entitlement	Total Hours	Delivery Method	Info	Alert
Molly Ye13	F	12-Mar-2023	2 year old	3	15.0	0.0	15.0	TTO	2YO	
Molly Ye3	F	12-Mar-2023	2 year old	3	0.0	15.0	15.0	TTO	2YO-WPE	

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Then click on Add 'Future Starter'. You do not need to do the eligibility checks until they become eligible and can be added to the Live Register.

Add Future Starter Back to Register

Future Starters

Name	Sex	Date Of Birth	Age	Proposed Start Date	Days Per Week	Funded Entitlement	Working Parent Entitlement	Total Hours	Delivery Method	
Molly Ye3	F	12-Mar-2023	2 year old	08-Sep-2025	0	0.0	0.0	0.0	TTO	
Molly Ye3	F	12-Mar-2023	2 year old	08-Sep-2025	3	0.0	15.0	15.0	TTO	
Molly Ye4	F	12-Mar-2023	2 year old	15-Sep-2025	4	15.0	0.0	15.0	TTO	
Molly Ye-5	M	12-Mar-2023	2 year old	01-Sep-2025	5	15.0	0.0	15.0	TTO	

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Complete information about the child in each of the fields. The highlighted fields (*) are compulsory.

Early Years

Live Register - Child

Home > Children and families > Establishment Portal > Live Register > Child

Edit View: **Child** **Guardian(s)** **Funding** **Save** **Cancel**

Details

Legal Forename(s) *

Legal Surname *

Sex *

Date Of Birth * 

Ethnicity *

Language

Proposed Start Date * 

Address

Postcode *

 Search

SEN

SEN *

Future Starter

Please use this section to add any extra details about the future starter.

Notes

Proof of Child's Date of Birth

You must confirm that you have seen proof of Date of Birth for this child

Seen proof of date of birth? * This field is required Yes No

Edit View: **Child** **Guardian(s)** **Funding** **Save** **Cancel**

If you have been provided with eligibility codes, you will then select the **Funding** button (see **this below**). Otherwise, they can be added later when the child is to be added to the Live Register.

If applying for Working Parent Entitlement, which includes 3–4-Year-Old ‘Working Parent Entitlement’, or to give consent to a Pupil Premium check, you need to add Information about the Parent or Guardian (see this below).

To Add Guardian(s)

Click on the ‘Guardian(s)’ button to add details for Working Parent Entitlement. You may find that some of the fields are already complete from when completing the eligibility check described on Page 3.

Edit View: [Child](#) [Guardian\(s\)](#) [Funding](#) [Save](#) [Cancel](#)

Then click on the ‘Add Guardian’ button

The screenshot shows the 'Early Years' section of the 'Live Register - Child' page. At the top, there is a breadcrumb trail: Home > Children and families > Establishment Portal > Live Register > Child. Below this, there is a navigation bar with buttons for 'Child', 'Guardian(s)', and 'Funding', along with 'Save' and 'Cancel' buttons. The 'Guardian(s)' button is highlighted with a red box. Below the navigation bar, there is a text box with the following text: 'This should only be the parent/guardian(s) living in the household of the child as declared to HMRC and may not necessarily be the child's biological parent.' Below this text, there is a label 'No consenting Parent/Guardian' and a button labeled 'Add Guardian', which is also highlighted with a red box. At the bottom of the screenshot, there is another set of navigation buttons: 'Child', 'Guardian(s)', 'Funding', 'Save', and 'Cancel'.

For Working Parent Entitlement

Ensure that parent name details, NI number and Eligibility code provided to the parent on the Government website have been entered. Also, if requesting a Pupil Premium check, click ‘Yes’.

Depending on the age of the child and type of entitlement, checks can be completed and will enable hours to be added in Attendance details.

Confirm Guardian **Cancel**

Details

Forename *

Surname *

Contact Number

Date Of Birth

Eligibility

NI Number

NASS Number

Consent to Pupil Premium check Yes No

Eligibility Code

Confirm Guardian **Cancel**

Once Completed click the **Confirm Guardian** button and this will display the parents' information in a table, providing options to edit by clicking on the pencil or delete by clicking on the X

Edit View: **Child** **Guardian(s)** **Funding** **Save** **Cancel**

This should only be the parent/guardian(s) living in the household of the child as declared to HMRC and may not necessarily be the child's biological parent.

Name	DOB	Contact No.	NI No.	NASS No.	Eligibility Code	Pupil Premium Consent	
Lara Ye3	12-12-1985	1000000	NJ755800D		50500000075	No	

Add Guardian

Edit View: **Child** **Guardian(s)** **Funding** **Save** **Cancel**

Navigating to Funding and Eligibility Checks

Next, proceed to the 'Funding' section to carry out an eligibility check. Click the 'Funding' button to open the screen, where you'll find the following sections: Eligibility Checks, Attendance, Pupil Premium, and Categories sections

Click on the 'Check Eligibility for Working Parent Entitlement' button to confirm if the child is eligible for this funding.

Eligibility Checks

Funding Age: 2 year old

This child is not eligible to claim 2 year funding entitlement.

Two Year Old Funded Entitlement

Check Eligibility for 2 Year Old Funding

Working Parent Entitlement Check not performed

Working Parent Entitlement

Check Eligibility for Working Parent Entitlement

The 'Signed Consent Required screen' will pop-up, which indicates provider has received the parents' consent to perform a 'Working Parent Entitlement check'. Click on the 'Perform Check' button.

Signed Consent Required ✕

Please confirm Lara Ye3 has given signed authorisation to perform a Working Parent Entitlement check.

Perform Check

Cancel

If the child is eligible, you will see this message:

Working Parent Entitlement

This child will be eligible to claim working parent entitlement in Autumn 2025/26. The Eligibility Code is valid from 25-Mar-2025 to 31-Dec-2025.

Check Eligibility for Working Parent Entitlement

Otherwise, you will receive a message informing you 'This child is not eligible to claim working parent entitlement.'

Working Parent Entitlement

This child is not eligible to claim working parent entitlement.

Check Eligibility for Working Parent Entitlement

Once the eligibility check is confirmed, you can proceed to enter attendance details by specifying the number of days per week the child will be attending and entering the hours in the Working Parent Entitlement field.

Attendance

Provider Delivery Method Term Time Only ▼

Days Per Week *

Additional Hours

2 Year Old Funded Entitlement

Working Parent Entitlement

Scroll to either the top or bottom of the screen and click the 'Save' button. A confirmation message will appear, indicating that the child's details have been successfully saved.

✕

The details of Molly Ye3 have been successfully saved.

Ok

Click 'OK' to proceed. The next screen will display the child's details along with their funding information. Once reviewed, you can click 'Close' to exit.

Accept Edit Remove Close

Child Details

Forename	Molly
Surname	Ye3
DOB	12-03-2023
Age	2 year old
Type	Future Starter
Proposed Start Date	08-09-2025

Funding Details

2 Year Old Funded Entitlement	0.0
Working Parent Entitlement	15.0
Pupil Premium	Not Claimed
DAF (Disability Access Funding)	Not Claimed

And this will display the child's name in the Future Starters table

Future Starters										
Name	Sex	Date Of Birth	Age	Proposed Start Date	Days Per Week	Funded Entitlement	Working Parent Entitlement	Total Hours	Delivery Method	
Folly Ye1	M	12-Mar-2023	2 year old	22-Sep-2025	0	0.0	0.0	0.0	TTO	
Molly Ye13	F	12-Mar-2023	2 year old	15-Sep-2025	3	15.0	0.0	15.0	TTO	
Molly Ye15	F	12-Mar-2023	2 year old	22-Sep-2025	0	0.0	0.0	0.0	TTO	
Molly Ye3	F	12-Mar-2023	2 year old	08-Sep-2025	0	0.0	0.0	0.0	TTO	
Molly Ye3	F	12-Mar-2023	2 year old	08-Sep-2025	3	0.0	15.0	15.0	TTO	

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2YO Disadvantaged (FEET)

To add a child eligible for 2YO Disadvantaged (FEET) funding, follow the same steps outlined in pages 1–3 of this guidance:

1. From the **Dashboard**, navigate to **Early Years** and select **Live Register**.
2. Click on **Future Starter**, then select **Add Future Starter**.

Fill in the child's details on the form.

- If you are applying for **Universal Funding** or have a **2YO Disadvantaged (FEET) code**, you do **not** need to complete the **Parent or Guardian** information.

Early Years

Live Register - Child

Home > Children and families > Establishment Portal > Live Register > Child

Edit View: **Child** Guardian(s) Funding Save Cancel

Details

Legal Forename(s) *

Legal Surname *

Sex *

Date Of Birth *

Ethnicity *

Language

Proposed Start Date *

Address

Postcode *

SEN

SEN *

Future Starter

Please use this section to add any extra details about the future starter.

Notes

Proof of Child's Date of Birth

You must confirm that you have seen proof of Date of Birth for this child

Seen proof of date of birth? * This field is required Yes No

Edit View: **Child** Guardian(s) Funding Save Cancel

Click the 'Funding' button to open the screen containing the following sections: Eligibility Checks, Attendance, Pupil Premium, and Categories sections

Eligibility Checks for 2-Year-Old Funding

To verify eligibility, click the 'Check Eligibility for 2-Year-Old Funding' button. This will open the 'Two-Year-Old Application Details' screen, where you can confirm the child's funding status.

Two Year Old Application Details



Please select from the following options;

Does the Parent /
Guardian have a 2
Year Old Application
Reference Number
from Surrey County
Council? Yes No

Ok **Close**

Entering the 2-Year-Old Application Reference

If the parent has provided a 2-Year-Old Application Reference Number from Surrey County Council, select 'Yes'.

Then enter the 'Reference Number', record the date proof was seen and click 'OK' to confirm

Two Year Old Application Details



Please select from the following options;

Does the Parent /
Guardian have a 2
Year Old Application
Reference Number
from Surrey County
Council? Yes No

Enter the reference number and date that proof of eligibility was seen below (all fields MUST be filled in).

Reference No.

Proof Seen

Ok **Close**

If the child is eligible, a confirmation message will appear on screen.

Eligibility Checks

Funding Age: 2 year old

Two Year Old Funded Entitlement

This child is eligible for 2 year old funded entitlement. Two Year Old Ref No: 0V-KFCI-W7JO, Proof Seen: 15-Jul-2025

Check Eligibility for 2 Year Old Funding

If the child is not eligible, the following message will be displayed:

Eligibility Checks

Funding Age: 2 year old

Two Year Old Funded Entitlement

Ref: "JO-IUOQ-LXEX" - Not Eligible, the reference number used could not be confirmed.

Check Eligibility for 2 Year Old Funding

This child is not eligible to claim working parent entitlement.

Once the eligibility check is confirmed, you can proceed to enter the child's attendance information:

Specify the number of days per week the child will be attending and enter the hours in the '2-Year-Old Funded Entitlement' field

Attendance

Provider Delivery Method	Term Time Only
Days Per Week *	4
Additional Hours	0.0
2 Year Old Funded Entitlement	15
Working Parent Entitlement	0.0

Scroll to the top or bottom of the screen and click the 'Save' button. A confirmation message will appear, indicating that the child's details have been successfully saved. Click 'OK' to proceed.

×

The details of Molly Ye4 have been successfully saved.

Ok

The next screen will display the child's information along with their funding details. Once reviewed, you can click 'Close' to exit.

Home > Children and families > Establishment Portal > Live Register > Child

AcceptEditRemoveClose

Child Details

Forename	Molly
Surname	Ye4
DOB	12-03-2023
Age	2 year old
Type	Future Starter
Proposed Start Date	15-09-2025

Funding Details

2 Year Old Funded Entitlement	15.0
Working Parent Entitlement	0.0
Pupil Premium	Not Claimed
DAF (Disability Access Funding)	Not Claimed

The child's name will now appear in the Future Starters table, confirming successful entry.

Future Starters										
Name	Sex	Date Of Birth	Age	Proposed Start Date	Days Per Week	Funded Entitlement	Working Parent Entitlement	Total Hours	Delivery Method	
Folly Ye1	M	12-Mar-2023	2 year old	22-Sep-2025	0	0.0	0.0	0.0	TTO	
Molly Ye13	F	12-Mar-2023	2 year old	15-Sep-2025	3	15.0	0.0	15.0	TTO	
Molly Ye15	F	12-Mar-2023	2 year old	22-Sep-2025	0	0.0	0.0	0.0	TTO	
Molly Ye3	F	12-Mar-2023	2 year old	08-Sep-2025	0	0.0	0.0	0.0	TTO	
Molly Ye3	F	12-Mar-2023	2 year old	08-Sep-2025	3	0.0	15.0	15.0	TTO	
Molly Ye4	F	12-Mar-2023	2 year old	15-Sep-2025	4	15.0	0.0	15.0	TTO	

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Adding 3YO Funding

To add a child eligible for 3-Year-Old Funding, follow the same steps outlined in pages 1–3 of this guidance. From the Dashboard, navigate to ‘Early Years’ and select ‘Live Register’. Click on ‘Future Starter’, then select ‘Add Future Starter’.

Complete the child’s details on the form.

Edit View: **Child** **Guardian(s)** **Funding** **Save** **Cancel**

Details

Legal Forename(s) *

Legal Surname *

Sex *

Date Of Birth *

Ethnicity *

Language

To enter the child’s parent or guardian details, click the ‘**Guardian(s)**’ button. Then click the ‘Add Guardian’ button

Edit View: **Child** **Guardian(s)** **Funding** **Save** **Cancel**

This should only be the parent/guardian(s) living in the household of the child as declared to HMRC and may not necessarily be the child’s biological parent.

No consenting Parent/Guardian

Add Guardian

Edit View: **Child** **Guardian(s)** **Funding** **Save** **Cancel**

Complete the form by entering the following information, parent/guardian’s name, date of birth, national insurance (NI) Number, and Eligibility Code.

Once all details are entered, click the ‘Confirm Guardian’ button.

To begin the application for Working Parent (Extended) Entitlement, click the 'Funding' button, then select the Eligibility Check button, and click 'Perform Check'.

This will notify that the child is eligible for funding and activate the relevant funding fields for you to complete.

Funding Eligibility Checks

Funding Age: 3 year old

Working Parent Entitlement

This child will be eligible to claim working parent entitlement. The Eligibility Code is valid from 02-Sep-2024 to 31-Dec-2024. Their grace period ends on 31-Aug-2025. They will be eligible to start claiming from the beginning of the term following 02-Sep-2024 (which begins on 01-Jan-2025).

Check Eligibility for Working Parent Entitlement

Attendance Details

Provider Delivery Method	Term Time Only
Days Per Week *	0
Additional Hours ?	0.0
Universal Entitlement ?	0.0
Working Parent Entitlement ?	0.0

Early Years Pupil Premium

If 'Yes' is selected below then an Early Years Pupil Premium receipt will be requested for this child when they are 3/4 years old. This check will be performed automatically when you submit your next headcount. If the child is not yet old enough, you can still add the information now and it will be stored here until the first term after their 3rd birthday.

Do not carry out an eligibility check unless you hold a signed mandate from the parent/guardian(s) consenting to their details being verified with records held by the Department for Work and Pensions (DWP), Her Majesty's Revenue and Customs (HMRC) and the Home Office.

Check for Pupil Premium eligibility Yes No

Consenting Parent/Guardian(s).

Future Parent (DOB: 12-Dec-1995) - AS123456B

Perform Pupil Premium Check

If Pupil Premium has been selected, checks can also be completed.

If 'Yes' is selected below an Early Years Pupil Premium check will be requested for this child. This check will be performed automatically when you submit your next headcount.

Do not carry out an eligibility check unless you hold a signed mandate from the parent/guardian(s) consenting to their details being verified with records held by the Department for Work and Pensions (DWP), His Majesty Revenue and Customs (HMRC) and the Home Office.

If Disability Access Funding is to be included, click 'Yes' next to **DAF**. Enter the date that the DLA letter was seen.

Supporting documentation must be uploaded and check the box to agree that the DAF information is correct.

DAF (Disability Access Funding)

DAF (Disability Access Funding) Yes
 No

DLA Letter Seen * 

Supporting Information

Upload any documents here which you wish to be considered with this DAF request (e.g. DLA Award Letter, Parental Agreement).

I agree all of the above DAF information is correct *

Categories can be used to help filter the list of children on the Live Register. Some categories are automatically assigned when a child is added to the Live Register, e.g. Working Parent Entitlement – Eligible; DAF; Pupil Premium. It is also possible to add your own categories. An example might be to identify summer leavers.

Categories

Use this section to add tags / categories to this child which can then be used to filter on in the Live Register.

Add a category

Categories

To add you own category, type a description into the box **Add a Category**, then click on the **+Add** button. The category will be added to the child record.

The category can be removed again by clicking on the 'X'.

Please refer to the guidance on the Live Register to see about using categories for filtering.

Once you have added all the information when adding a future starter, click the **'Save'** button to save the child as a Future Starter.

Accepting a Child

When a future starter becomes eligible, click the child icon located on the far-right of their entry to proceed with acceptance.

Future Starters										
Name	Sex	Date Of Birth	Age	Proposed Start Date	Days Per Week	Funded Entitlement	Working Parent Entitlement	Total Hours	Delivery Method	
Folly Ye1	M	12-Mar-2023	2 year old	22-Sep-2025	0	0.0	0.0	0.0	TTO	
Molly Ye13	F	12-Mar-2023	2 year old	15-Sep-2025	3	15.0	0.0	15.0	TTO	
Molly Ye15	F	12-Mar-2023	2 year old	22-Sep-2025	0	0.0	0.0	0.0	TTO	
Molly Ye3	F	12-Mar-2023	2 year old	08-Sep-2025	0	0.0	0.0	0.0	TTO	
Molly Ye3	F	12-Mar-2023	2 year old	08-Sep-2025	3	0.0	15.0	15.0	TTO	
Molly Ye4	F	12-Mar-2023	2 year old	15-Sep-2025	4	15.0	0.0	15.0	TTO	

The screen will open to the child and the funding details in the Live Register. Click on the Accept button to officially add the child to the Live Register.

If the child is no longer expected to join or become eligible, you can choose to remove them from the Future Starters list.

Early Years

Live Register - Child

[Home](#) > [Children and families](#) > [Establishment Portal](#) > [Live Register](#) > [Child](#)

Accept
Edit
Remove
Close

Child Details

Forename	Molly
Surname	Ye3
DOB	12-03-2023
Age	2 year old
Type	Future Starter
Proposed Start Date	08-09-2025

Funding Details

2 Year Old Funded Entitlement	0.0
Working Parent Entitlement	15.0
Pupil Premium	Not Claimed
DAF (Disability Access Funding)	Not Claimed

When you click on the **Accept** button, you will be required to add the Date Started

Details

Legal Forename(s) *

Legal Surname *

Sex *

Date Of Birth *

Ethnicity *

Language

Proposed Start Date *

Date Started *

Next click on the **Funding** button, this will open to the screen containing the following: Eligibility Checks, Attendance, Pupil Premium, and Categories sections

If child is eligible, a confirmation message will appear on screen.

Eligibility Checks

Funding Age: 2 year old

Two Year Old Funded Entitlement This child is eligible for 2 year old funded entitlement. Two Year Old Ref No: MN-BFNE-NTNA, Proof Seen: 15-07-2025

Check Eligibility for 2 Year Old Funding

If the child does not meet the eligibility criteria, the following message will be displayed:

Eligibility Checks

Funding Age: 2 year old

Two Year Old Funded Entitlement Ref: "JO-IUOQ-LXEX" - Not Eligible, the reference number used could not be confirmed.

Check Eligibility for 2 Year Old Funding

This child is not eligible to claim working parent entitlement.

Once the eligibility check is confirmed, you can proceed to enter the child’s attendance information by specifying the number of days per week the child will attend and enter the hours in the ‘2-Year-Old Funded Entitlement’ field

Attendance

Provider Delivery Method

Days Per Week *

Additional Hours

2 Year Old Funded Entitlement

Working Parent Entitlement

Scroll to either the top or bottom of the screen and click the 'Save' button. A pop-up will appear prompting you to add funded child submission details. Enter the number of funded weeks and click the 'Confirm' button to complete the submission.

Add Funded Child - Submission Details

The child's Start Date and Funding details will be processed as a Mid Term Change.
Clicking 'Confirm' will process the Mid Term Change to the Local Authority.
If you are not expecting to process a Mid Term Change for this child, clicking 'Cancel' will allow you to review the child's 'Start Date' and/or 'Funding' details.

Summer 2024/25

Funded Weeks*

A message will appear confirming that the child's details have been successfully saved. Click 'OK' to acknowledge. Then click 'Close' to exit the screen.

The details of Molly Ye4 have been successfully saved.

Then click close

Child Details

Forename	Molly
Surname	Ye4
DOB	12-03-2023
Age	2 year old
Type	Current
Date Started	15-07-2025

Funding Details

2 Year Old Funded Entitlement	15.0
Working Parent Entitlement	0.0
Pupil Premium	Not Claimed
DAF (Disability Access Funding)	Not Claimed

2-Year-Old Combined

In cases where a child is eligible for both '2-Year-Old FEET' and '2-Year-Old Working Parent' funding, each funding type must be added separately—one after the other.

For example, if the Working Parent funding has already been added, you can add the FEET funding by clicking 'Edit' on the child's record - and vice versa.

[Edit](#) [Submission History](#) [Remove](#) [Close](#)

Child Details

Forename	Molly
Surname	Ye3
DOB	12-03-2023
Age	2 year old
Type	Current
Date Started	06-06-2025

Funding Details

2 Year Old Funded Entitlement	0.0
Working Parent Entitlement	15.0
Pupil Premium	Not Claimed
DAF (Disability Access Funding)	Not Claimed

Click on 'Check Eligibility for 2-Year-Old Funding'

Edit View: [Child](#) [Guardian\(s\)](#) [Funding](#) [Save](#) [Cancel](#)

Eligibility Checks

Funding Age: 2 year old

Two Year Old Funded Entitlement	Two Year Old Funding Check not performed yet. Check Eligibility for 2 Year Old Funding
Working Parent Entitlement	This child is eligible to claim working parent entitlement from 25-Mar-2025 until 31-Dec-2025. Check Eligibility for Working Parent Entitlement View Entitlement Check History

A Two-Year-Old Application Details window will pop-up, select 'Yes' to the question 'Does the Parent / Guardian have a 2-Year-Old Application Reference Number from Surrey County Council?'

Then add the reference number provided by the parent from Surrey County Council and add date when proof was seen. Click OK

Two Year Old Application Details



Please select from the following options:

Does the Parent / Guardian have a 2 Year Old Application Reference Number from Surrey County Council? Yes No

Enter the reference number and date that proof of eligibility was seen below (all fields MUST be filled in).

Reference No.

Proof Seen

Ok

Close

If child is eligible, you will receive a message stating 'This child is eligible for 2-year-old funded entitlement. Two-Year-Old Ref No: JX-BWF5-BVZH, Proof Seen: 11-08-2025'.

Eligibility Checks

Funding Age: 2 year old

Two Year Old Funded Entitlement	This child is eligible for 2 year old funded entitlement. Two Year Old Ref No: JX-BWF5-BVZH, Proof Seen: 11-08-2025	Check Eligibility for 2 Year Old Funding
Working Parent Entitlement	This child is eligible to claim working parent entitlement from 25-Mar-2025 until 31-Dec-2025.	Check Eligibility for Working Parent Entitlement View Entitlement Check History

Next add the '2-Year-Old Funded Entitlement' and click on save.

Attendance

Provider Delivery Method	<input type="text" value="Term Time Only"/>
Days Per Week *	<input type="text" value="3"/>
Additional Hours	<input type="text" value="0.0"/>
2 Year Old Funded Entitlement	<input type="text" value="15.0"/>
Working Parent Entitlement	<input type="text" value="15.0"/>

You will remove the message that the details of the child have been successfully saved. Click OK

The details of Molly Ye3 have been successfully saved.

OK

This will close and open to show the child has both funding details.

[Edit](#) [Submission History](#) [Remove](#) [Close](#)

Child Details

Forename	Molly
Surname	Ye3
DOB	12-03-2023
Age	2 year old
Type	Current
Date Started	11-08-2025

Funding Details

2 Year Old Funded Entitlement	15.0
Working Parent Entitlement	15.0
Pupil Premium	Not Claimed
DAF (Disability Access Funding)	Not Claimed

This will display both the 2-year-old FEET funding and 2-year-old working parent funding flags next to the child's name



[Future Starters \(2\)](#) [Add Child](#)

EY Training Childminder

Name	Sex	Date Of Birth	Age	Days Per Week	Funded Entitlement	Working Parent Entitlement	Total Hours	Delivery Method	Info	Alert
Molly Ye13	F	12-Mar-2023	2 year old	3	15.0	0.0	15.0	TTO	2YO	
Molly Ye3	F	12-Mar-2023	2 year old	3	15.0	15.0	30.0	TTO	2YO-WPE 2YO	
Molly Ye4	F	12-Mar-2023	2 year old	4	15.0	0.0	15.0	TTO	2YO	

Prev 1 Next