Stretched Funding Guidance

Early Years Commissioning Team

Funded Early Education Team

Termly or Yearly Stretched

Yearly

- Stretching the 570 hours entitlement universal and/or 570 hours extended over the total amount of open weeks at your setting.
- This can be helpful when supporting parents who need year round childcare and allows for invoicing in equal instalments across the year.
- If a child leaves part way through a year they may not have received their full entitlement, or may have received more hours than you have been able to claim.

Termly

- Stretching the maximum available funded hours each period 210, 165,and 195 across the total amount of open weeks each period.
- This can be helpful when ensuring children receive their exact funded hours each period.
- This offer will mean the number of funded hours differs each period and invoicing and parent standing orders/Tax Free Childcare payments may need updating accordingly.

Calculating my stretched offer

- Yearly

570 hours / number of open weeks

e.g 570 / 51 = 11.17 (this is the maximum you could offer per week)

- Termly

Maximum available hours for the funded period (210, 165, 195) / number of open weeks in the period.

e.g. Autumn 210 / 16 = 13.12

Spring 165 / 13 = 12.69

Summer 195 / 22 = 8.86

(these are the maximum you could offer per week, each period)

What term time hours do I enter in the portal?

To calculate the term time hours you will need to claim if stretching yearly:

Funded hours offered to the child per stretched week x number of stretched weeks open per year / 38 weeks term time

E.g. if you offer 10 hours per week over 51 weeks:

10 x 51 = 510

510/ 38 = 13.42 hours claimed term time

To calculate the term time hours you will need to claim if stretching termly:

Funded hours offered to the child per stretched week x number of stretched weeks open per period / number of term time weeks in the period

E.g. in Summer if you offered 8 hours per week over 21 weeks:

8 x 21 = 168

168/13 term time weeks = 12.92 hours claimed term time

If you are offering the full entitlement you will claim 15 hours per week term time

Using the stretched funding tracker

	Summer Term 2023					Autumn 2023					Spring 2024				
Term Dates	1st April - 31st August					1st September - 31st December					1st January - 31st March				
Funded Allocation for Term	**(15 x 13 = 195 hours) or your stretched offer**					**(15 x 14 = 210 hours) or your stretched offer**					**(15 x 11 = 165 hours) or your stretched offer**				
	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri	Mon	Tues	Wed	Thurs	Fri
TOTAL DAYS	20	22	22	22	21	16	16	16	16	16	12	13	13	13	13

Total Annual Hours	Hours over funded allowance	Childs DOB	Funding Type (Uni or Ext)	Childs Name	Mon	Tue	Wed	Thu	Fri	Total Termly Hours	Mon	Tue	Wed	Thu	Fri	Total Termly Hours	Mon	Tue	Wed	Thu	Fri	Total Termly Hours
551.16	-18.84		Uni	Child B	6.17	5.00				233.40	6.17	5.00				178.72	6.17	5.00				139.04
0.00	-570.00									0.00						0.00						0.00

Key points to be aware of

- Use the tracker to identify whether, should a child leave mid year, you will under or over deliver hours each period compared to what you have been able to claim.
- Include terms and conditions in your FEE information which state that if a child leaves mid-year they may not receive their full entitlement, or may have received too many hours and will need to pay for the additional hours.
- Ensure terms and conditions are signed by parents.
- Surrey will update information on the Childcare for Parents web pages so that parents can also be directed here.
- Consider alternative options for FEET families and FEET to FEE families.
- Consider summer school leavers taking into account leave dates and bank holidays.
- If a child stays for the full child year they should receive all of the hours claimed for over the year.

Declaration forms

- Surrey now have an annual Declaration form, this can be resigned each funded period.
- Declaration forms may now be signed electronically.
- Claims currently entered in the portal ask for you to record funded hours against specific days – EYES will only ask for total funded hours per week and number of days per week attended.
- We have amended the declaration form to reflect weekly hours claimed term time, and weekly hours delivered stretched. We are continuing to review the form to make this as user friendly as possible.
- During this period of transition we accept that the hours recorded against days in the current FEE Portal may not reflect the funded hours attended each day – we will discount this at audit providing you keep an accurate record of the hours claimed and hours delivered should this be requested (declaration forms and registers).
- You should now use the new declaration form for all children.
- Parents may need support to correctly complete the new declaration forms, we have created a Declaration form guide to support with this process.

Questions and further support

- eycommissioningteam@surreycc.gov.uk
- fundedearlyeducation@surreycc.gov.uk

Early Years Commissioning Team - Please contact the Early Years Commissioning Team for support with calculating your stretched offer and with interpreting the guidance, terms, and conditions.

Funded Early Education team - Please contact the Funded Early Education team for any support with entering claims, payment issues, setting up or making changes to your account, if you have not yet completed a term time provider agreement.