Norfolk County Council

Our Ref
1093

EARLY EDUCATION AND CHILDCARE FUNDING AGREEMENT

EY490419

WORSTEAD PRESCHOOL

RUIN ROAD, WORSTEAD, NORTH WALSHAM, NORFOLK. NR28 9SD

is an

APPROVED EARLY YEARS PROVIDER

to offer Early Education Funded Places to families in Norfolk

Funding Offer Available to Families

Availability	Either Term Time or All Year Round	**No. of Weeks**		**Daily Max Hours**	8.00	**Holiday Club**	N/A

Days	**Mon**	**Tue**	**Wed**	**Thu**	**Fri**	**Sat**	**Sun**
	YES	YES	YES	YES	YES	NO	NO

Sessions Early Education Available	**Breakfast**	**Morning**	**Lunch**	**Afternoon**	**Afterschool**	**Full Day**
	YES	YES	YES	YES	NO	YES

Entitlement	**From 24 months**	**NB:** The eligibility criteria, claim period age range, and place availability will determine earliest start date	
	Under 2's	**2-year-old**	**3- and 4-year-old**
	YES	YES	YES

Charges	**Non-Funded Hours**	**Deposit**	**Registration Fee**	**Optional Chargeable Extras**		
				Additional Services	**Non-Food Consumables**	**Food Consumables**
	YES	NO	YES	YES	YES	YES

The following Declaration was signed by:

Karen Norfolk Administrator **23-Jul-26**

1. Part E has been read, and the Terms and Conditions will be met.
2. I understand that the Council retains the right to amend or add to the conditions in response to changes to Statutory Guidance and Legislation.
3. The information detailed in Parts B and C will be updated and shared in accordance with the General Data Protection Regulations (GDPR) and the Funding Agreement requirements.
4. Where early years funding is claimed, consent will be sought via a Parent / Carer claim form and data will be collected / shared in accordance with the GDPR.
5. I consent to early years information including child data being held securely and used in accordance with the GDPR and retained in line with the Norfolk County Council Record Retention Policy.

This Agreement is made between Norfolk County Council and the Approved Early Years Provider named above to offer Early Education funded places.

It will remain in place until the offer to families is amended, or Section 13 of the Terms and Conditions applies.

Signed on behalf of the Local Authority: **Jo-anne Lamb**

Head of Early Years Learning and Childcare

01-Sep-26

Part E - T&C's

Funding Email Address	admin@worsteadpreschool.co.uk

Named Trustee's (Voluntary Sector Only)	Chair	Secretary	Treasurer
	Alicia Grix	Sarah Brace	Steph Brighty

Terms & Conditions: Section 12.7 & 12.8 - Documentation
Refer to guidance issued by the Council to ensure the content of the following documents clearly articulate compliance to this Agreement and will meet the minimum requirements outlined in the Compliance Check process for Funding Agreement documentation.

- Charging Policy
- Admission Policy
- Complaints Policy
- Sample Invoice

NB: It is acceptable to combine the policies into one Early Education Policy.

Upon request submit the above documentation to the Council for a compliance check.

Ensure the Council has on file the current version of each document listed above

Background
The Council, in accordance with the Council's statutory duties under the Childcare Act 2006 (as amended) and the Early Education and Childcare Statutory Guidance for local authorities, will pay the Early Years and Childcare Funding to the Provider, calculated in accordance with the National Early Years Funding Formula, in respect of eligible children.

The terms and conditions set out in this Agreement ("the Agreement") govern the terms upon which the funding is made to an Approved Provider for the provision of the early education and childcare entitlement for eligible children.

Key Responsibilities
The Council

- must secure a free place for every eligible child in their area.
- should work in partnership with providers to agree how to deliver places.
- should be clear about their role and the support on offer locally to meet the needs of children with special educational needs and/or disabilities (SEND) as well as their expectations of providers.
- must contribute to the safeguarding and promote the welfare of children and young people in their area.
- shall pay the Early Years and Childcare Funding to the Provider in accordance with this Agreement.

The Provider

- must comply with all relevant legislation and insurance requirements.
- should deliver the funded entitlements consistently to all parents, whether in receipt of 15 or 30 hours and regardless of whether they opt to pay for optional services or consumables. This means that the provider should be clear and communicate to parent/carer's details about the days and times that they offer funded places, along with their services and charges.
- must follow the EYFS and have clear safeguarding policies and procedures in place that link to the local authority's guidance for recognising, responding, reporting, and recording suspected or actual abuse.
- must have arrangements in place to support children with special educational needs and/or disabilities (SEND). These arrangements should include a clear approach to identifying and responding to SEND. Providers should utilise the SEN Inclusion Fund (SENIF) and Disability Access Fund (DAF) to deliver effective support, whilst making information available about their SEND offer to parents.

Norfolk County Council Funding Agreement Information

GOV.UK Early Education and Childcare Statutory Guidance

GOV.UK Early Years Foundation Stage Statutory Framework

If you have any queries or need help regarding the Early Education and Childcare Funding Agreement, please email – FAO: Early Years Finance Manager eyf@norfolk.gov.uk