



PORT·REGIS

EARLY YEARS FUNDED EDUCATION

FOR THREE AND FOUR YEAR OLDS



The Government provides up to 570 hours per annum of standard funding for children aged three plus. This is based on 15 hours per week for the 38 term-time weeks of the year. Additionally, some working families will be eligible for a further 570 hours per annum making a total of 30 hours per week. Each Local Authority is responsible for determining the funding, and funding for Port Regis children is determined by Dorset County Council.

All Port Regis parents can claim up to 15 hours of funded childcare for 38 weeks of the year for children in the Early Years.

Funded childcare starts the term after a child's 3rd birthday. Working parents may be able to get an additional funded 15 hours a week. To check eligibility and to find out how to apply for additional hours please [click here](#).

FUNDING AT PORT REGIS

Once your child has been accepted into Port Regis, the School will apply for the standard 15 hours of funding on your behalf. The funding will be paid directly to the School.

You will be asked to complete the Dorset County Council Parental Agreement form by the end of each term for claims for the following term.



The funding amount that Port Regis can claim on your behalf is based upon the number of weeks in Port Regis' term and Dorset County Council's approved funding rate, which is the same for all Dorset County Council childcare providers. Dorset County Council has approved Port Regis as a childcare provider for Nursery Children.

For the Autumn Term 2023 there are 12 eligible weeks of funding at £4.30 per hour for up to 15 hours per week.

An hour at Port Regis costs parents approximately £9.00, depending on contract type, but Dorset County Council fund that "free hour" at a base rate of £4.30. As such, for each "funded hour", you will be charged £4.70 to cover the additional costs and services provided by the School, over the allocated hours which include, amongst other things, specialist taught languages, swimming, gym, music, ballet, outdoor studies, trips outings, break-time refreshments, stationery, textbooks, and ICT.

Your termly invoice will show the funding as a discount that we have claimed.

IMPORTANT POINTS

You must pre-book your sessions termly in advance as early as possible and before the end of the previous term.

The funding received is set in advance, so no changes to funded hours can be made to a term once it has begun, and that includes ad-hoc sessions and additional time.

You can book late notice sessions, but these will be charged at the School's full rate and will not be eligible for funding.

Early Years funding is not offered in the Reception year.

The School term dates mean that the School can only offer 32 weeks entitlement out of the maximum of 38 weeks. You may access the remainder of the funding entitlement at another approved provider.

The School will offer a limited number of places to parents who wish to claim only the Early Years funding entitlement without incurring charges for additional services. Places are subject to availability.

PORT REGIS FEE CHARGING STRUCTURE (A/Y 2023/24)

Times	Session Name	Session Fee	Per Term (12 wks for Autumn 23)	Funding
0730-0810	Breakfast Club	£6.00	-	No funding available
0815-1145	Morning Session	£32.00	£384	Funded at £4.30 per hour (additional charge to you for extras: £4.70/hr)
1145-1245	Lunch Hour	£9.50	£114	No funding available
1145-1530	Afternoon Session	£32.00	£384	Funded at £4.30 per hour (additional charge to you for extras: £4.70/hr)
1530-1800 (Mon – Thu) 1530-1700 (Fri)	After School Club	£8.00 per hour	-	No funding available

FREQUENTLY ASKED QUESTIONS

When will my child be eligible for funding?

You can get 15 hours funded childcare the term after your child's 3rd birthday. This means it would start either in January, April or September.

How much funding can I use each day?

At Port Regis you can use a maximum of 7hrs 15 mins of funding per day (for 32 weeks of the available 38 per year). You can book anything from 1-10 sessions a week. Charges are outlined in the previous table.

How do I apply for funding?

Once your child has been through the admissions process and accepted into Port Regis, the School will apply for the funding on your behalf (up to the standard 15 hours per week depending on how many sessions you decide to sign up for). The funding will be paid directly to the School.

You will be asked to complete the Dorset County Council Parental Agreement form by the end of each term for claims for the following term. You will be asked to confirm the sessions for which you would like to use the funding, whether you'll be using any funding elsewhere (at another nursery/child minder/holiday club etc). It is important to fill this form in carefully and not "over" or "under" apply. Over applications can result in the funding being stopped by Dorset Council until accounts level out which can affect your termly bill. Once the form has been submitted by us, Dorset County Council will confirm how much funding you are to receive, and we can then deduct that amount from the allocated hours on your bill. That amount will then be paid to us by the County Council.

Do you do "funded only" places?

The School will offer a limited number of places to parents who wish only to claim the early years funding entitlement without incurring charges for additional services. Places and sessions are subject to availability.

What if my child doesn't use all of their funding?

Unfortunately, you can only claim for funding for the sessions you book at the start of a term. Funding can't be used for ad-hoc or extra bookings.

How can I apply for 30 hours funding?

To check eligibility and to find out how to apply for additional hours [click here](#).

Can I use funding on additional ad-hoc sessions?

No, unfortunately the funding received is set in advance and no changes can be made once the term begins. This includes ad-hoc sessions and any additional sessions.

When does the funding stop?

You can continue to claim until the term following your child's 5th birthday. Please note that at Port Regis, Early Years funding is not offered in the Reception year.

How do I apply to Port Regis for a Nursery place?

You are welcome to book an appointment to meet the Head of Pre-Prep and have a tour of Nursery and Pre-Prep. If you would like to register your child, please complete, sign and return a copy of the Registration Form which can be requested from admissions: admissions@portregis.com, or complete the Enquiry Form via the Registration Portal on the Port Regis [website](#). Your child is then invited for a taster morning (if 2-3 years old) or for a full taster day (3 years+), after which, if all has gone well, we offer your child a place in our Nursery or Pre-Prep.

FURTHER INFORMATION

For further information about the Early Education funding please contact Helen Christie, our Pre-Prep Secretary, by telephoning 01747 857981 or by email at hlc@portregis.com