



Dunmore Primary School Nursery Class

HOW TO CHECK YOUR ELIGIBILITY FOR THE EXTENDED 30 HOUR PROVISION

To qualify both parents should be working and earning at least the equivalent of 16 hours on minimum wage each week (age 21 and over). You can find information about the minimum wage here - [Minimum Wage UK](#) . Single parents can also qualify providing that they are earning at least the equivalent of 16 hours on minimum wage each week.

Before you can check your eligibility for the extended nursery hours, you will need to set up a Government Gateway access ID – to do this go to - <https://www.gov.uk/log-in-register-hmrc-online-services> . Once you have registered go to <https://www.gov.uk/sign-in-childcare-account> to check your eligibility. If you are eligible you will be sent an 11 digit DERN code. Please make a note of this as we will need it to confirm your eligibility.

Make sure you have the following ready before you start:-

- * National Insurance number
- * If you're self-employed, your Unique Taxpayer Reference
- * Date you started, or are due to start work
- * Details of any other government support you get
- * Passport, a payslip or p60

Once you have your DERN code, you will need to let us know. We also need the National Insurance number of the parent who set up the childcare services account. Once we have this information, we can confirm via the Early Years Provider Portal ready for your child to start with us.



30-HOUR NURSERY PROVISION FOR 3 & 4 YEAR OLDS

Name of child:

DERN Code (50.....):

Name and National Insurance number of the parent setting up the account:

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Once a child starts in Nursery, the parent/carer must ensure they re-confirm their eligibility once every 3 months (see below). You should receive an email from the HMRC reminding you to do this each time, so please make sure you look out for them.

- AUTUMN Term (Sept - Dec) eligibility **must** be confirmed by 31 August.
- SPRING Term (Jan - Mar) eligibility **must** be confirmed by the 31 December.
- SUMMER Term (Apr - Jul) eligibility must be confirmed by 31 March.

For instance, to qualify for the Spring term (January - March), you must be eligible at the end of the previous term, ie 31st December. If your code expired on or before 31st December, you will not be funded for the Spring term.

PLEASE RETURN TO: Tina Law, Dunmore Primary School, Northcourt Road, Abingdon OX14 1NR or email to tlaw1625@dunmore.oxon.sch.uk

Many thanks.