



Farnborough Road Infant School

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July 2025

Guidance for applying for the extended entitlement (30 hour offer)

As your child is due to start nursery with us in September, we need some information as to how the place will be funded. Please complete the questions and details below to help us with this.

You can check eligibility for a range of government childcare offers, including 30 hour free childcare - see guides below for more assistance:- <https://www.beststartinlife.gov.uk/childcare-early-years-education/15-and-30-hours-support>

Working parents may also be able to access Tax-Free Childcare at the same time as 30 hours of free childcare to help with the costs of childcare. If you get Tax-Free Childcare, you'll set up an online childcare account for your child. For every £8 you pay into this account, the government will pay in £2 to use to pay your provider. You will need the registration number of your childcare provider, Farnborough Road Infant School's registration number is **104863**. You can find out more by visiting <https://www.gov.uk/tax-free-childcare>

As part of the application process, you will be asked to enter personal details including name, address and National Insurance number and the same details for your partner (if applicable). You will also be asked whether you expect to meet the income requirements over the coming three months and whether you are in receipt of any relevant benefits.

At the start of the application process, you will need to create a Government Gateway account if you don't already have one. Any problems or queries during the application please contact the childcare service Customer Interaction Service on 0300 123 4097.

At the end of the application process, you will have a childcare service account. In the 'secure messages' section of your account, you will receive messages regarding your eligibility. If you are eligible, you will be given an 11 digit 'eligibility code' for your child(ren). You can find your 'eligibility code' in the '30 hours free childcare' section of your childcare service account. You must apply for this code by 31st August 2025 if you are planning to use it to pay for your child's nursery place in September 2025.



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2023-2026

Childcare service account

This is your childcare service account. Here you can manage your details and payments.

Your Tax-Free Childcare account

Childcare accounts
Childcare providers
Payments

30 hours free childcare

View your 30 hours free childcare codes

Secure messages

View messages about your application and account

Contact details

Add, change and view

Reconfirmation

Reconfirm your eligibility every 3 months. You'll next need to reconfirm on 23 April 2017

Security

Reset your password, change and view your security challenge questions

New child application

Submit an application for a new child

Your applications

View or resubmit your previous application

And in your secure messages

Dear <Parent Forename >

30 hours free childcare application for <Forename and Surname of child>

This letter confirms that you meet the income criteria for 30 hours per week of free childcare over 38 weeks of the year. Your child will also need to meet the age as set out below.

It's possible to stretch your entitlement, by taking fewer hours over more weeks of the year (such as 24 hours a week over 48 weeks of the year).

The eligibility code for <Forename and Surname of child> is <child's eligibility code>.

This code is important as you'll need it to get your 30 hours free childcare. You can find the code in your childcare service account if you need it at a later date. You should contact your childcare provider now to reserve your place. If your provider is not offering 30 hours, you can contact your local council to find out which providers are offering 30 hours in your area.

You can't use this code to claim 30 hours free childcare if your child is in full-time reception. If your child has reached compulsory school age, they won't be eligible for free childcare.

You will be prompted every three months to reconfirm the details you entered on your application are still accurate. This is to check you are still eligible. You will be prompted by HMRC, via text message and/or email.

If you miss the reconfirmation deadline, you will receive a message telling you that your eligibility has lapsed and your child's nursery place may be offered to somebody else or you will need to pay for the additional 15 hours. **Please make sure you do not miss this deadline.**

Details of our nursery Fees and Debt Recovery Policy can be found here <https://primarysite-prod-sorted.s3.amazonaws.com/farnborough-road-infant-school/UploadedDocument/a4efa3ee-7dd3-47b5-b97c-71ed37cb06fb/fees-and-debt-recovery-polcy-2025.pdf>

Please check your entitlement and advise us of your code by **Friday 15th August.**



2023-2026

Yours sincerely



Miss J Sephton
Head Teacher

Please complete the fields below



Please return this information to us by Adobe Sign. If you are unable to access the form, please email your details to admin.fris@schools.sefton.gov.uk **Friday 15th August.**

Parent's name:	
Parent's National Insurance Number:	
Child's name:	
Child's DOB:	
Is your child entitled to 30 hours free childcare or 15 hours free childcare?	
11-digit eligibility code for 30 free hours Very important you give us this to avoid being billed for your additional 15 hours.	
Will your child be attending more than one Nursery/Childcare provider?	
If accessing Tax-Free Childcare, nominate Farnborough Road Infant School as your provider. The registration number that you will need is 104863 . Please take a screenshot of any payments made through your Tax-Free Childcare account and email to fris@schools.sefton.gov.uk so that your payment can be allocated.	



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