

# Under threes funding guide for parents

The Department for Education has announced that applications are open for eligible working parents of two-year-olds and under twos to receive 15 hours funded childcare. NDNA has put together a quick step guide for parents not already claiming Tax-Free Childcare explaining exactly what you need to know:

# 1

## MAKE SURE YOU ARE ELIGIBLE

Check that you are eligible to receive the 15 hours funded childcare on the Government website: <https://www.gov.uk/check-eligible-free-childcare-if-youre-working>.

If you are currently on parental leave, you will need to have a work start date of 30 September 2024 for your child (who is the subject of your parental leave) to be eligible for a place from 1 September.

# 2

## HAVE THE RIGHT INFORMATION TO HAND

You will need your National Insurance number, the date you started or are due to start work, details for any support or benefits you receive and the UK birth certificate number (if you have one) for your child.

# 3

## APPLY ONLINE

Complete the online application on the Government website: <https://www.gov.uk/apply-free-childcare-if-youre-working>

# 4

## RECEIVE YOUR APPROVALS DECISION

It can take up to seven days for you to receive your decision. Sometimes you may find out straight away.

# 5

## DON'T MISS THE DEADLINE

Applications are open from 12 May 2024 until the end of July 2024. If you miss the deadline, or don't receive your code by 31 July, you may not be able to start using the new entitlements from 1 September.

