Parent/Carers

Please use this letter to check what you need to do if you want to apply for the 30hour entitlement for you 3 and 4 year olds. The eligibility checker is only for parents/carers who want to claim the 30hours you **will not** need to apply for the universal 15hours entitlement for 3 & 4 years olds through digital childcare.

Firstly you can check your eligibility at: [https://www.childcarechoices.gov.uk](https://www.childcarechoices.gov.uk/) or the childcare calculator at: https://www.gov.uk/childcare-calculator.

On the **HMRC site** you will be able to apply for Tax free childcare and the extended 30hour entitlement at:

<https://www.gov.uk/government/publications/30-hours-free-childcare-eligibility>.

Even if you don’t want to apply for tax-free childcare you should still apply through the digital services for the extended entitlement only. You will be able to choose if you are receiving support through tax credits and only want the 30hours so (you can keep tax credits) as part of the application.

At the start of this process you will be asked to create a government gateway account unless you already have one.

You will be asked as part of the process personal details including name, address, national insurance number and if you have a partner the same details, then you will be asked to meet the requirements for the qualification over a period of 3months and if you are in receipt of any benefits.

Should you encounter any difficulties, queries at any part of the process you can ring the customer interaction centre **on 0300 123 4097.**

At the end of the process you will have your own personal childcare service account. The **“secure messages”** section on this account it will give you posts regarding eligibility and if you are eligible you will get an **11 digit code** for your child.

You will then need to take this number **(normally starts “500” some temporary codes may start with “11”)** to your child care providerwith your **national insurance numbers and the child’s DOB.** Your provider will not be able to assess your 30 hour voucher unless you have the above information **and if two parents are claiming both national insurance numbers will be needed.**

If you have any problems trying to access or you do not have internet connection please call at the club with your details and we will help you through this process.

**Funfishers Team**