30 Hours Extended Entitlement –

Eligibility Checking Process Childcare Providers

Parent enquires about a 30 Hours place at your setting

Parent has eligibility code from HMRC

Parent does not have eligibility code yet

Complete the Parent Declaration form ensuring all relevant information is collected and that the privacy statement is available to parents.

These documents are available on the NCC Provider Page - click here

30 Hours Free Childcare

Direct Parent to

childcarechoices.gov.uk

to complete their application

Provider validates code using information collected on parent declaration form via the 30 hours facility on portal. Provider is 'gate keeper' of codes – a code must have been applied for/renewed by the parent by end of the month before the start of the next academic term – providers can confirm this by validating the codes before they confirm the place with the parent.

				Eligible DOB range for term
Parents apply and get a code with 'Eligible from' date before:	31st December 2021	for a place in	Spring Term 2022	01/01/2017-31/12/2018
	31st March 2022		Summer Term 2022	01/04/2017-31/03/2019
	31st August 2022		Autumn Term 2022	01/09/2017-31/08/2019
	31st December 2022		Spring Term 2023	01/01/2018-31/12/2019

Be careful of grace period end dates – a child cannot start an extended entitlement funded place if their code has expired and they are in a grace period – so try and validate your codes before the start of the new term.

Parents are required to re-check their eligibility every 3 months (they will receive text or email notifications from HMRC when these checks are due). Providers can also remind parents to renew when the code appears amber/red on the 30 hours portal dashboard.

Parent still eligible for 30 hours

Parent no longer eligible for 30 hours – grace period begins (see below for details) – NCC notify provider.

Eligibility code remains the same.

Start, end and grace period dates are updated.

Funding for 30 hours continues.

Grace Periods

Date parent receives ineligible decision on reconfirmation	Grace Period end date
1 January - 10 February	31 March
11 February - 31 March	31 August
1 April - 26 May	31 August
27 May - 31 August	31 December
1 September - 21 October	31 December
22 October - 31 December	31 March

If parents have not re-confirmed their eligibility by the end of the grace period they will lose their eligibility.

Funding for universal 15 hours will continue.