

## Your Questions Answered

**Q. Does the parental agreement being completing before checking eligibility?**

A. All providers must use our parental agreement for maintained, not the model agreement. Providers should have a written agreement with all parents that take up a free entitlement place. Annex A in the model agreement is an example of a written agreement: [www.gov.uk/government/publications/free-early-years-provision-and-childcare-model-agreement](http://www.gov.uk/government/publications/free-early-years-provision-and-childcare-model-agreement) . Providers may choose to have a further separate agreement for those parents who also choose to pay for additional hours, meals and/or optional activities.

To ensure that parents can make informed decisions on their choice of childcare, providers should publish a statement of how they deliver the free entitlement and any additional charges for optional activities outside of the entitlement. This should set out clearly the charges for meals, additional activities or additional hours. Providers may wish to have a separate agreement for any additional hours or activities, which clearly sets out for how long the parent has opted to pay the additional charges and the circumstances when the parent can opt out of paying the additional charges.

**Q. Do providers use the same parental agreement re children only accessing 15 hours universal entitlement.**

A. Yes however, you only need to complete the relevant part of the agreement. Sections 4 and 7 of the Model Parental Agreement make reference to the extended entitlement. Providers can amend sections 4 and 7 if not applicable i.e. The Provider should not remove or amend any fields contained in the Parental Agreement provided at Annex B, with the exception of section 4,7 and 10, where the Provider is permitted to amend/remove fields that are not applicable.

**Q. Do people get an email confirmation or letter to take to settings?**

A. Settings will receive both types of evidence, please refer to pages 9 and 14 of the Operational Guidance.

**Q. Can parents receiving carers allowance for a child still be eligible for the extended 15 hour entitlement?**

A. Please refer parents back to the HMRC and childcare choices, as parents may get mixed up between Disability Living Allowance (which is paid to the parent for the child), and Carers Allowance which is paid directly to the parent for their caring responsibilities. Disability Living Allowance paid to the parent on behalf of the child is not listed in the regulations as one of the qualifying benefits.