

# Childcare Bursary

Academic Year 2021/22



## Guidance Information

All students over the age of 20 who meet the eligibility criteria for the 19+ Bursary or Advanced Learner Loan Bursary can apply for the Childcare Bursary. We will require evidence of your dependent children who attend childcare e.g. Child Tax Credit Award Notice 2021-22, Child Benefit Statement or birth certificate(s).

Where possible, funds will be paid directly to the childcare provider. Childcare support will be based upon your timetabled hours during term time only; College holidays and Bank Holidays, deposits, retainers and late fees will not be funded.

Please note that the amount of funding provided is discretionary. Childcare costs available through Bursary are capped at a maximum of £165 per week per child – the College reserve the right to amend this amount at any time. You will be expected to contribute towards the cost of your childcare if the total cost exceeds £165 per week per child.

### Childcare Funding for Children under School Age

- If your course is based at Chaffron Way we will fund your children to attend Little Explorers Day Nursery, based at Chaffron Way Campus, unless a place is unavailable.
- Where places at our preferred providers are unavailable, you may select an OFSTED registered childcare provider of your choice.
- Written confirmation of costs from the childcare provider are required, please include this information with your application.
- Funding will be calculated on an individual basis to a maximum of £165 per week per child – this also includes travelling time.
- If your children are eligible for Free Early Education & Childcare (age 2 and above), you are required to apply to receive this funding before applying for Bursary support. Your Bursary funding will then be adjusted accordingly.

### Childcare Funding for Children of School Age

- Funding will only be paid to providers who are OFSTED registered.
- Funding will be calculated on an individual basis per hour of 'required' care based on payment rates given from your childcare provider (written confirmation will be required from your provider and should accompany this application). By the term *required*, we mean for the hours attended at an afterschool or breakfast club.

## Free Early Education and Childcare

All 3 and 4 year olds in England can receive free early years education or childcare from the term beginning after their 3<sup>rd</sup> birthday. Some families may be able to get up to 30 hours free care per week. Some 2 year olds are also eligible for up to 15 hours free childcare per week dependent upon your household circumstances. For more information, please visit:

- <https://www.childcarechoices.gov.uk>

You will be expected to use your 'free' hours of childcare during your timetabled hours and may only receive additional funding if your timetabled lessons exceed your 'free' hours.

### **Please Note - Tax Free Childcare** - See <https://www.gov.uk/get-tax-free-childcare>

If you or your partner receive a childcare bursary or expect to do so within the next 3 months, you cannot get Tax-Free Childcare.

## Payments

- Where possible, childcare payments will be made on a monthly basis directly to your childcare provider. **Invoices need to be submitted on a regular basis.**
- Funding is subject to satisfactory attendance, conduct and progress at the College. Your attendance will be closely monitored, and payments may be stopped if attendance falls below 90% across all areas of study without reasonable explanation.
- Childcare payments will only be backdated to the beginning of the term in which your application is received.
- If you withdraw from your course or finish early, you may be expected to pay back any overpayments made by the College.
- It is your responsibility to inform both the Bursary Team and your childcare provider of any changes to your circumstances.

## Declaration

On a termly basis we will be asking you and your childcare provider to sign and return a declaration confirming that your children are still enrolled at your OFSTED registered setting. Failure to return this document may result in payments being stopped.

## Bursary Appeals

Appeals regarding bursary awards must be made to the Head of Admissions, Bursary & Data Services, within 14 days of receiving notification of the award. Information held regarding the assessment, along with any additional evidence supplied, will be reviewed and an independent assessment made within 4 weeks of the appeal being received. Bursary appeal forms can be obtained from the College website.

### **For further information regarding Bursaries, please contact:**

Telephone: 01908 684364

E-mail: [bursary@mkcollege.ac.uk](mailto:bursary@mkcollege.ac.uk)

### **For further information regarding Little Explorers Day Nursery, please contact:**

Telephone: 01908 684462

E-mail: [littleexplorersnursery@mkcollege.ac.uk](mailto:littleexplorersnursery@mkcollege.ac.uk)

*The bursary is a discretionary fund and due to the limited nature of the fund, meeting the criteria **does not** guarantee funding. The bursary is income assessed and operated on a first come first served basis.*