

Application for the Working Parent Entitlement for children aged 9 months and above in Foster Care

This application form is only for foster parents. If you are applying for your own child(ren) please use the childcare service: www.gov.uk/help-with-childcare-costs

In order to be eligible to apply for the Working Parent Entitlement you and your partner (if you have one) must be working outside of your role as a foster parent and be able to evidence this with pay slips.

- Before applying for the working parent entitlement you must speak to the child's social worker to confirm that the offer is consistent with the child's care plan. If the child's social worker agrees, complete this form.
- 1. Upon completion you and your partner (if you have one) must sign the form.
- 2. The form must be counter-signed by your child's social worker before submission.
- 3. Submit your completed application form either by post to FOA Early Years Service, SEND, Inclusion and Learning, Rutland County Council, Catmose, Rutland, LE15 6HP or email EarlyEducationSupportTeam@Rutland.gov.uk.
- 4. We will contact you as evidence of employment is required. For example, copies of payslips for the last three months; a letter confirming you have a start date within the next 31 days, evidence of being in receipt of certain benefits.
- 5. If your application is successful, you will receive your 11 digit eligibility code starting with 400 by email from Rutland County Council within 10 working days of the Education and Childcare Co-ordinator receiving the application form.
- Details of the code validity will be outlined within the code confirmation email.

To request support in completing this form or if you require further information please email: EarlyEducationSupportTeam@Rutland.gov.uk

Section 1 – About you

1.1 Your details:

| | |
|-----------------------------------|--|
| Title | |
| First name | |
| Last name | |
| Date of birth (DD/MM/YYYY) | |
| National Insurance number | |
| Address | |
| Postcode | |
| Email address | |

We need your address and email to send your childcare eligibility code.

Please tick the relevant box for each question.

1.2 Are you a foster parent of the children named in this form?

- Yes
 No

1.3 Do you and the children live in England?

- Yes
 No

If no, speak to your local council about what childcare schemes are available in your area.

1.4 Are you a British/Irish national?

- Yes
 No

1.5 If you have answered “no” to 1.3:

- Have you acquired settled or pre-settled status through the EU Settlement Scheme (EUSS);
 Have you made an application through the EUSS and are waiting for a decision, or;
 Are you appealing a decision on your EUSS application?

1.6 Are you subject to immigration rules that prevent you from receiving public funds?

- Yes
 No

Section 2 – your employment details

2.1 Are you employed or self-employed outside your fostering responsibilities?

- Yes
- No

You can still answer yes if you are employed or self-employed but not currently working (for example, if you are on parental leave or sick leave), or if you expect to start or re-start work in the next 31 days.

2.2. Do you expect to earn more than £100,000 in this tax year (April to March)?

- Yes
- No

If your income is over this amount you cannot get the working parent funded childcare entitlement.

2.3 If you are **not** employed outside your fostering responsibilities, select any that apply to you:

- For Universal Credit purposes, I am assessed as having limited capability for work
- I receive National Insurance credits because of incapacity or limited capability for work
- I receive a Carer's Allowance
- I receive an Employment and Support Allowance
- I receive Incapacity Benefit
- I receive a Severe Disablement Allowance

If you receive one of these benefits you may still be able to get the working parent funded childcare entitlement if you have a partner who holds additional employment outside their role as foster parent.

2.4 Do you have a partner who lives with you?

- Yes
- No

A person is your partner if you are married or in a civil partnership, and live together in the same household, or a couple who live together as if you are married or in a civil partnership.

If **Yes**: go to section 3.

If **No**: skip to section 5.

Section 3 – your partner

3.1 Your partner's details

| | |
|-----------------------------------|--|
| Title | |
| First name | |
| Last name | |
| Date of birth (DD/MM/YYYY) | |
| National Insurance number | |

3.2 Is your partner also a foster parent?

- Yes
 No

If **Yes**: go to section 4.

If **No**: please contact your local authority (see page 1) who will help you further.

Section 4 – partner’s employment details

4.1 Is your partner employed or self-employed outside their fostering responsibilities?

- Yes
 No

You can still answer yes if they are not currently working. For example, they are on parental leave or sick leave, or expect to start or re-start work in the next 31 days.

4.2 Does your partner expect their total taxable income in this tax year (April to March) to be more than £100,000?

- Yes
 No

If their income is over this amount you cannot receive the working parent funded childcare entitlement.

Now go to section 5.

Section 5 – the children who will receive funded childcare

If you are fostering non-related children who could both be eligible for the working parent funded childcare entitlement you will need to complete a separate form for each child.

5.1 Foster children's details:

| First name | Last name | Date of birth (DD/MM/YYYY) | When do you expect the child in foster care to join a school reception year? MM/YYYY |
|------------|-----------|----------------------------|---|
| | | | |
| | | | |
| | | | |

Section 6 – declaration

6.1 Your declaration:

I declare that I am applying for the working parent funded childcare entitlement to enable me to work outside of fostering, and that the information I have given on this form is correct and complete.

| | |
|--------------------------|--|
| Signature | |
| Date (DD/MM/YYYY) | |

6.2 Your partner's declaration:

I declare that I am applying for the working parent funded childcare entitlement to enable me to work outside of fostering, and that the information I have given on this form is correct and complete.

| | |
|---------------------------------|--|
| Your partner's signature | |
| Date (DD/MM/YYYY) | |

Section 7 – Child’s Social Worker declaration

Before Rutland County Council can issue you with a code, this form must be counter-signed by the child’s social worker.

I declare that I have seen evidence of employment outside fostering, and I am satisfied that the foster parent(s) engaging in paid work other than as a foster parent is consistent with the care plan(s) for the foster child(ren) listed in this application.

7.1 I confirm that I support this application for the working parent funded entitlement in respect of the foster child(ren) listed in this application.

| | |
|-------------------------------------|--|
| Signature | |
| Position and contact details | |
| Date (DD/MM/YYYY) | |

Data protection statement

The data provided by foster carers to Rutland local authority will be used to confirm eligibility for the working parent entitlement only.

All information provided by foster parents or their social workers will be stored electronically. All paper application forms or supplementary evidence will be shredded. This information will be securely stored electronically for an indefinite period. Access to this information is restricted.

