



Early Years Free Entitlement (EYFE) Policy

Reviewed: May 2025

Written by: Louise Lloyd-Evans

Policy Statement

This policy explains how Young Friends Kindergarten delivers government-funded early education and care places for eligible children. We follow current Department for Education guidance and Brighton & Hove City Council (BHCC) processes to ensure transparency, equity, and quality of experience.

Aims and Purpose

We are committed to providing clear access to Early Years Free Entitlement (EYFE) funding while ensuring our setting remains sustainable and continues to offer outstanding, holistic education and care. We stretch funded hours over 51 weeks of the year to reflect our all-year-round model.

Entitlements Explained

Universal Entitlement – All 3- and 4-Year-Olds

All children in England are entitled to 15 funded hours of early education per week (570 hours per year) from the term after their third birthday. At Young Friends, we stretch this over 51 weeks, which equates to **11.4 hours per week**.

Extended Entitlement – 30 Hours for Working Families

Eligible working families can receive an extra 15 hours (30 total). When stretched over 51 weeks, this becomes **22.8 hours per week**.

To qualify, each parent (or sole parent in a single-parent household) must:

- Earn the equivalent of at least 16 hours/week at minimum wage
- Earn less than £100,000 annually
- Apply via HMRC and provide a valid eligibility code every term

New Entitlements from 9 Months

- **From September 2024:** Some working families can receive **15 hours (11.4 stretched)** from the term after their child turns 9 months
- **From September 2025:** This increases to **30 hours (22.8 stretched)** for eligible working families from 9 months of age

2-Year-Old Funding

Some two-year-olds are eligible for 15 funded hours. Eligibility is based on household income or certain benefits and must be confirmed by BHCC.

Two Clear Pathways at Young Friends

Enhanced Provision (Opt-In)

Families who opt into our **Consumables & Enrichment Package** pay a fixed monthly fee. This provides access to:

- Organic, plant-based meals and snacks
- Sustainable nappies, wipes, flannels, creams, and sunscreen
- Daily enrichment: forest school, yoga, gardening, mindfulness, cooking
- Trips, animal care, and community involvement
- High staff-to-child ratios (1:6 for over-3s)
- Full learning journals and parent evenings
- Extra settling-in support and social events

Basic Provision (Opt-Out)

Families who opt out of the package receive the government-funded education only.

They will:

- Attend fixed hours: **12:00–4:30pm**

- 15-hour (11.4/week): 5 x 4.5 hr sessions across 2 weeks
- 30-hour (22.8/week): 5 x 4.5 hr sessions per week
- Provide their own food and drink (matching our allergy-safe menu exactly, with time and ingredient labels)
- Bring their own reusable nappies, wipes, flannels, creams, and two wet bags
- Pay £10.30/hour for any additional wraparound care
- Receive verbal feedback and statutory progress checks only

Wraparound care is subject to availability.

Stand-Alone Funded-Only Places

We offer limited 11.4 hr/week stand-alone spaces (12 hrs rounded) in the 12:00–4:30pm window. These are reserved for children in receipt of support such as:

- E-code funding
- Disability Access Fund (DAF)
- Looked After Child (LAC) status

These spaces are not flexible or combinable with paid sessions. Minimum two-day rule may be waived for support-funded families, subject to availability.

Consumables & Enrichment Package Fees

Monthly Fees (based on full stretched entitlement):

- 11.4 hrs/week: **£244.63/month**
- 22.8 hrs/week: **£489.25/month**

These fees include all meals, enrichment activities, consumables, communication, and trips. Pro rata rates apply if a child attends fewer than the full entitlement hours.

Wraparound Invoicing Example

If a child attends 8am–6pm daily and receives 4.5 funded hours:

Wraparound = 5.5 hrs/day × 5 days = 27.5 hrs/week

27.5 × £10.30 = £283.25/week

£283.25 × 50 ÷ 12 = £1,180.21/month (wraparound only)

Add this to the enrichment fee for total monthly invoice.

Attendance, Eligibility and Changes

- One month's written notice is required for any session changes
- Absences over 3 weeks must be reported to BHCC
- A "grace period" applies if eligibility lapses; standard fees will then apply

Additional Support Funding

- **EYPP:** Early Years Pupil Premium
- **DAF:** Disability Access Fund for children receiving Disability Living Allowance
- **EMAS:** Ethnic Minority Achievement Service support for EAL learners

Important Reminders

- Funded hours are free. Families decide whether to access the full Young Friends experience via the enrichment package.
- Choices are reviewed each term via an Opt-In/Opt-Out form.

This is advice only, based on current EYFS statutory guidance. Please consult Brighton & Hove City Council or the DfE's Childcare Choices website for official eligibility criteria.