

## **Graduate Leadership Fund**

### **Early Years Professional Premium Application Form**

(September 2010 to August 2011)

(April 2010 to August 2011 for eligible settings not already in receipt of the Graduate Leadership Fund (GLF) or for those that have been informed that additional funding may be available for a second GLF application)

The Early Years Professional Premium (EYPP) is available to full daycare settings run by the private, voluntary or independent (PVI) sector, where professional practice is led by a graduate with Early Years Professional Status (EYPS)

#### **Notes:**

- Settings may claim for one EYPP regardless of the number of graduate Early Years Professionals (EYPs) employed (unless the setting has been informed that additional funding may be available for a second GLF application).
- £10,000 per approved application (£5,000 paid six monthly)
- Settings must show evidence that they continue to employ a graduate EYP although this need not be the same individual.
- A minimum of 50 per cent to be spent on increasing the salary of the graduate EYP leader.
- The remainder to be spent on professional development of all staff (e.g., course fees, supply cover etc.).
- Settings must notify the Local Authority (LA) immediately if the graduate EYP leaves the setting and the EYPP will be stopped immediately.

#### **Setting details:**

<b>Name of setting:</b>	
<b>Address of setting:</b>	<b>Postcode:</b>
<b>Name of applicant (setting manager):</b>	
<b>Daytime telephone number:</b>	
<b>Email:</b>	
<b>Ofsted registration number:</b>	

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**EYPP2**

**Eligibility criteria:**

Please tick the boxes below to confirm your setting is eligible for funding. You will only be eligible if you answer 'yes' to **all** of the following questions:

**Does your setting:**

**Yes**

**No**

Offer full daycare? (full daycare is a group based setting open for longer than four hours a day and open for at least 38 weeks of the year)		
Deliver the Early Years Foundation Stage (EYFS)?		
Currently employ a graduate EYP who leads professional practice?		
Agree to use at least 50 per cent of the EYPP to increase the salary of the graduate EYP leader and the remainder for the professional development of all staff (e.g., course fees, supply cover etc.)		
Agree to provide evidence that you continue to employ a graduate EYP leader and notify the LA immediately if they leave the setting?		
Agree to report on how the EYPP has been spent and provide monitoring data as required?		

**Graduate EYP information:**

<b>Full name of graduate EYP leader:</b>			
<b>Job title:</b>			
<b>National Insurance number:</b>			
<b>Date of birth:</b>			
<b>Date of appointment:</b>			
<b>Length of contract:</b>			
<b>Contracted number of hours per week:</b>		<b>Weeks per year:</b>	
<b>Current gross salary of graduate EYP before receipt of funding:</b>		<b>Hourly rate:</b>	
<b>Proposed gross salary of graduate EYP on receipt of funding:</b>		<b>Hourly rate:</b>	

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<b>Title of degree level qualification:</b>			
<b>Date qualification achieved:</b>			
<b>Date EYPS achieved/pathway:</b>		<b>Training provider:</b>	
<b>Date GCSE grade A to C (or equivalent) in English and Maths achieved:</b>	<b>Maths</b>	<b>English</b>	
<b>Brief outline of graduate EYP's leadership responsibilities:</b>			

**Spending:**

<p>Please provide a brief outline of how you propose to spend the EYPP and indicate the proportion of the funds that will be spent on the following areas:</p> <ul style="list-style-type: none"> <li>Increasing the salary of the graduate EYP leader <b>(at least 50 per cent)</b></li>   <li>Professional development of all staff (e.g., course fees, supply cover etc.).</li> </ul> <p>Please continue on separate sheet if necessary.</p>	<p>£</p>
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**Evidence:**

Please attach a photocopy of your graduate's certificates signed by a senior member of the organisation to certify original document has been checked for their:

- Degree level qualification
- EYPS
- English and Maths GCSE grade A to C and (or equivalent)
- Birth and marriage, if name has changed since gaining qualification.

**Agreement:**

I confirm that the information completed on this application form is accurate. Should this application be successful, I agree to provide regular budgetary, monitoring and evaluation information and more specific auditory evidence when requested.

Signed: \_\_\_\_\_  
(employer)

Print name: \_\_\_\_\_  
(employer)

Date of application: \_\_\_\_\_

**NB Plymouth Local Authority will be monitoring the impact of the graduate around the outcomes for children and the setting will be subject to regular review.**

**Action will be taken to adjust or cease payments if the Local Authority is not fully satisfied that the money is being used effectively or if the conditions have not been met.**

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**EYPP2**

OFFICE USE ONLY	
Approved:	Yes No
Total funding committed:	
Date:	
Signed:	
Notes:	

**Data Protection:** Personal information that you provide will be held securely and will only be shared for planning the provision of services, providing a service to you, informing you about Council services, seeking your views and to enable auditing of Council services, seeking your views and to enable auditing of Council activities. Anonymous statistical information may also be passed to other organisations to assist in the planning and monitoring of services. Plymouth City Council is also under a duty to cooperate with the prevention and detection of crime and legislation may result in information about you being passed to others. The Data Controller for Plymouth City Council is the Corporate Information Manager based at the Civic Centre. Tel. 01752 304522 who can be contacted about the use of your personal information.  
Email: [information.governance@plymouth.gov.uk](mailto:information.governance@plymouth.gov.uk)

**Please return completed and signed form along with copies of evidence to support your application to:  
Training Team, All Children First, Services for Children and Young People,  
Plymouth City Council, Plymouth PL1 2AA  
Telephone: 01752 307450**