

## **Graduate Leadership Fund Graduate 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 Graduate Premium (GP) is available to full daycare settings run by the private, voluntary or independent (PVI) sector, where professional practice is led by those with Level 5 or 6 qualifications (foundation degree, Qualified Teacher Status (QTS) or full degree) relevant to working with children

### **Notes:**

- Settings may claim for one GP regardless of the number of graduates employed, to ensure the setting can establish an Early Years Professional (EYP) leader (unless the setting has been informed that additional funding may be available for a second GLF application).
- £5,000 per approved application is paid up to a maximum of two years, including receipt of the Quality Premium (£2,500 paid six monthly).
- Settings must show evidence that they continue to employ a graduate with a relevant qualification for at least two years although this need not be the same individual.
- A minimum of 50 per cent to be spent on increasing the salary of the graduate leader.
- The remainder to be spent on professional development of all staff (e.g., course fees, supply cover etc.).
- Settings must commit to the graduate leader gaining Early Years Professional Status (EYPS) within two years of receipt of the funding and must inform the Local Authority (LA) when the graduate has achieved EYPS.
- Settings must notify the Local Authority (LA) when the graduate achieves EYPS.
- Settings must notify the LA immediately if the graduate leaves the setting and the GP will be stopped immediately.

### **Setting details:**

<b>Name of setting:</b>	
<b>Address of setting:</b>	
	<b>Postcode:</b>

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

**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**

<b>Does your setting:</b>	<b>Yes</b>	<b>No</b>
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 someone of graduate level (Level 5 or 6 foundation degree, QTS or full degree relevant to working with children) who leads professional practice?		
Agree to use at least 50 per cent of the Graduate Premium to increase the salary of the graduate leader and the remainder for the professional development of all staff (e.g., course fees, supply cover, etc.)		
Agree that if the graduate leader does not currently hold GCSE grade A to C (or equivalent) in English and Maths that they will be willing to work towards as this will be a requirement for EYPS.		
Agree to provide evidence that you continue to employ a graduate leader with a relevant qualification for at least two years and notify the LA immediately if the graduate leaves?		
Commit to having a member of staff with Early Years Professional Status (EYPS) in place within two years of receipt of the Graduate Premium? <b>NB Gaining EYPS may be more challenging for those who do not care for babies.</b>		
Agree to inform the LA when the graduate has achieved EYPS?		
Agree to report on how the GP has been spent and provide monitoring data as required?		

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**Graduate leader information:**

<b>Full name of graduate 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>	
<b>Title of degree level qualification:</b>			
<b>Date qualification achieved:</b>			
<b>Date GCSE grade A to C (or equivalent) in English and Maths achieved or when it is hoped to be achieved (this will be a requirement for EYPS).</b>	<b>Maths</b>		<b>English</b>
<b>EYPS pathway and start date:</b>		<b>Final assessment date (if known):</b>	
<b>Brief outline of graduate's leadership responsibilities:</b>			



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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**