

ME2 FUNDING REQUEST FORM 2019-2020

Early Years Team



<p>Child's legal name include middle names _____</p> <p>Date of Birth _____</p> <p>Gender _____</p> <p>Address _____</p> <p>Post code _____</p> <p>Parent / carer: include middle names</p> <p>Name 1 _____</p> <p>Date of Birth _____</p> <p>Relationship to child _____</p> <p>Address _____</p> <p>Postcode _____</p> <p>NI No _____</p> <p>Home telephone _____</p> <p>Mobile telephone _____</p> <p>Name 2 _____</p> <p>Date of Birth _____</p> <p>Relationship to child _____</p> <p>Address _____</p> <p>Postcode _____</p> <p>NI No _____</p>	<p>Sibling Information include middle names</p> <p>Name 1 _____</p> <p>Setting attended _____</p> <p>Date of Birth _____</p> <p>Gender _____</p> <p>Address _____</p> <p>Post code _____</p> <p>Name 2 _____</p> <p>Setting attended _____</p> <p>Date of Birth _____</p> <p>Gender _____</p> <p>Address _____</p> <p>Post code _____</p> <p>Name 3 _____</p> <p>Setting attended _____</p> <p>Date of Birth _____</p> <p>Gender _____</p> <p>Address _____</p> <p>Post code _____</p> <p>Home Language if applicable _____</p> <p>Is an interpreter required for the family? _____</p>
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Criteria for Statutory Entitlement

1.	Guarantee element of Pension Credit	
2.	Universal Credit (on or after 1st April 2018), or any subsequent term, if a parent is entitled to Universal Credit they must have an annual net earned income equivalent to and not exceeding £15,400, assessed on up to three of the parent's most recent Universal Credit assessment periods.	
3.	Income Support	
4.	Income based Job Seekers Allowance	
5.	Working tax Credit with an annual household income not exceeding £16,190 before tax	
6.	Child Tax Credit with an annual household income not exceeding £16,190 before tax	
7.	Income related Employment & support Allowance	
8.	Support under Part VI of the immigration and Asylum Act	
9.	Looked after children	
10.	The above child/ren attract Disability Living Allowance	
11.	The above child/ren have a current statement of SEN or an Education, Health & Care plan	
12.	The above child/ren have left care through special guardianship or an adoption or residence order	

Please note: Unfortunately we are unable to fund Tier 4 International Students with no Recourse to Public Funds unless sufficient evidence is provided to support an application from a Professional referral.

Please note: Early requests will be accepted but will not be processed and checked until the school term before the child can access their funding.

Referrers signature _____ Date of referral _____

Referrers name _____

Role _____ Address _____

Telephone / mobile number _____

Contact email address _____

For income related enquiries, details will be checked against the official Department for Works and Pensions secure online tool and a limited HMRC service. A letter will be sent to the parent/carer confirming eligibility.

Data Statement

In order to plot the geographical areas of need and take up for monitoring purposes, we collect the name, address and date of birth of each child whom we fund for the Two Year Old places. This scheme is part of a national roll-out which is being continuously evaluated and developed. Information about the children's learning and development will therefore be collected for the evaluation. Parents will be offered the opportunity to contribute. Statement information will be passed to Children's Centres in acceptance of a funded place. All information is processed according to Data Protection

Data Protection:

The 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. Once the information that you provide is no longer required for the purposes stated above, it will be confidentially destroyed. Information Lead Officers act as the Data Controller for Plymouth City Council and can be contacted about the use of your personal information and/or if you wish to have your information removed from the system. Tel: 01752 306800 Email: info@plymouth.gov.uk

To be completed by parent / carer:

I have read and understood the data statement and would like my child and family to be considered for the Two Year Old / Me2 offer. I understand and agree/disagree (delete as appropriate) to have my details passed to Children's Centres and the chosen Early Years provision.

Parent Signature _____ Name printed _____

Please return to: Me 2 Coordinator, Early Years Service, Department for Services for Children and Young People, Plymouth City Council, Plymouth, PL6 5UF

Tel: 01752 307450 Email: earlyyears@plymouth.gov.uk Web: www.plymouth.gov.uk