

## **Working Parent Funded Entitlement**

### **Guidance for Foster Parents and Social Workers**

#### **Who can get Working Parent Entitlement funding?**

Foster parents may be eligible for funded childcare for children aged between 9 months up to 4 years of age.

#### **To qualify:**

- Accessing funded childcare must fit the **child's care plan** and be in their best interests. The child must also have attained the relevant age to access Working Parent funding.
- **Single foster parents** must be in paid work (outside of fostering responsibilities). There is **no minimum income requirement** that a foster parent must earn, as long as they are in paid employment that does not exceed an adjusted net income of £100,000 per annum.
- **In two foster parent families**, both must either engage in paid employment outside of their fostering roles (with no minimum income requirement, each earning up to a maximum of an adjusted net income of £100,000 per annum) **OR** one partner engages in paid work and the other in receipt of certain qualifying benefits\* [\\*Free childcare for eligible working parents for children aged from 9 months and above in foster care](#)
- **In families where one partner is not a foster carer**, then that partner (the non-foster parent) must be in paid work and earning a minimum of the equivalent of 16 hours per week at national minimum wage or be in receipt of certain qualifying benefits\* [\\*Free childcare for eligible working parents for children aged from 9 months and above in foster care](#)
- Children aged 9–23 months and 2-year-olds can receive 30 hours of **Working Parent** funding per week, for 38 weeks a year.
- Child aged 3 and over can receive 15 hours per week **Working Parent** funding, which when added to their 15 hours **Universal** entitlement (available the term after their third birthday) means they can receive up to 30 hours funded childcare per week, for 38 weeks per annum
- Children do **not** have to access the full number of funded hours they are eligible for.

#### **When to apply:**

- Foster parents can apply to for their Working Parent code **up to 16 weeks before** the child turns 9 months, 2 years, or 3 years of age.
- Application forms must be submitted by email to the Early Years Funding Team at the latest, by last day of each term preceding the term the child will begin accessing their Working Parent Entitlement funded hours: Application deadlines dates are:

**31<sup>st</sup> August** to access Working Parent funded hours from 1<sup>st</sup> September (Autumn Term)

**31<sup>st</sup> December** to access Working Parent funded hours from 1<sup>st</sup> January (Spring Term)

**31<sup>st</sup> March** to access Working Parent funded hours from 1<sup>st</sup> April (Summer Term)

The child must also be registered and attending with their childcare provider by headcount week deadline in that term, for the foster parent to access Working Foster Parent funding for the child. For 2026-2027 the headcount deadline dates that apply are:

<b>Term</b>	<b>Deadline date by which child must be registered and attending to access early years funding with their childcare provider.</b>
Summer 2026 (April onwards)	18 <sup>th</sup> May 2026
Autumn 2026 (September onwards)	28 <sup>th</sup> September 2026
Spring 2027 (January onwards)	18 <sup>th</sup> January 2027

**If the SSW is submitting the application form after code deadline date (in red) and the child will be registering to access funding after headcount deadline date, they must explain why the application is being made late in their covering email. This information will be reviewed and a decision made regarding whether the foster parent can access early years funding in the current term or not.**

#### **Initial application process**

- Foster parents request an application form from their Supervising Social Worker (SSW). If the SSW requires an application form, they should contact [eyft@northyorks.gov.uk](mailto:eyft@northyorks.gov.uk) to request this.
- Application is completed by Foster Parent/s, along with SSW and countersigned. The child's Social Worker (CSW) must also sign the application to confirm the suitability of accessing funded childcare meets requirements of the child's care plan.
- SSW sends the completed form by email to [eyft@northyorks.gov.uk](mailto:eyft@northyorks.gov.uk). If the SSW is submitting the application form after code deadline date (in red) and the child will be registering to access funding after headcount deadline date, they must explain why the application is being made late in their covering email. This information will be reviewed and a decision made regarding whether the foster parent can access early years funding in the current term or not.
- If documentary evidence is required to confirm a foster parent's employment status or that they meet the earnings criteria, this will be requested by the Early Years Funding Team directly to the SSW.
- Once eligibility is confirmed, the application is then processed, and the Early Years Funding Team generates a Working Parent funding code. This code will be issued by email to SSW to give to the foster parent. This should then be passed to their chosen childcare provider when registering to access funded childcare.

#### **Once code has been issued – Reconfirmation of eligibility is required every 3 months to continue to access Working Parent Funding**

Foster Parent/s must re-confirm that they still meet the eligibility requirements to continue to access Working Parent Entitlement funding, every 3 months.

- The Early Years Funding Team will contact the SSW by email when re-confirmation is required and will issue a declaration form for the SSW to complete and return.
- The SSW is required to confirm:
  - the placement is still consistent with the care plan
  - the foster parent is still working and meeting the income criteria
- The declaration form is then returned by email to [eyft@northyorks.gov.uk](mailto:eyft@northyorks.gov.uk). Eligibility will be re-confirmed and updated code information shared with the SSW to pass onto the foster parent.

## **Appeals**

If a foster parent disagrees with a decision made regarding their eligibility for Working Parent funding, they should contact their SSW, who will follow NYC's complaints procedure.

*Government funding is intended to cover the cost of childcare **only**. It does not cover charges childcare providers can make for food, consumables, activities or non-funded sessions. Foster parents are therefore advised to check directly with their chosen childcare provider what additional charges may be payable by them, when accessing a funded childcare place.*

**Further information on all types of Government funded childcare support can be found here: [Best Start in Life - Best Start in Life](#)**