

Registration form for providing Funded Early Education for 2, 3 and 4 year olds 2023-2024



SURREY
COUNTY COUNCIL

If you would like any help in completing this form please contact the Funded Early Education Team, email: fundedearyeducation@surreycc.gov.uk. Please read the registration documents, complete the form in block capitals, ensuring that all details are correct, then sign the declaration form and return it to us along with the other forms and documentation needed for registration.

Contact Details

Owner's Full Name	
Owner's Address	
Postcode	
Telephone number	
Mobile number	
Email Address	

Provider Details – Below details should be what is written on your Ofsted Certificate

Type of provider (please tick all that apply)	<input type="checkbox"/> Ofsted registered childminder <input type="checkbox"/> Agency registered childminder <input type="checkbox"/> Day nursery <input type="checkbox"/> Pre-school <input type="checkbox"/> Independent school <input type="checkbox"/> After school club <input type="checkbox"/> School <input type="checkbox"/> Before school club
Provider Name	
Provider Address	
Postcode	
Telephone number	
Mobile number	
Email Address	

Registration details

Ofsted registered providers only	
Ofsted URN	
Are you registered on the Ofsted Early Years Register?	<input type="checkbox"/> Yes <input type="checkbox"/> No
Date of most recent Ofsted inspection	
Outcome of most recent Ofsted inspection	<input type="checkbox"/> Outstanding <input type="checkbox"/> Good <input type="checkbox"/> Requires Improvement <input type="checkbox"/> Inadequate <input type="checkbox"/> Met <input type="checkbox"/> Not Met <input type="checkbox"/> No inspection grading
Independent schools only	
Department for Education registration number	
Agency registered Childminders only	

Name of childminder agency	
Date of most recent Quality Assurance visit	
Quality assurance outcome (please attach a copy of the report)	

Existing FEE Provider

Do you already provide Funded Early Education for two year olds	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please provide your DfE URN		
Do you already provide Funded Early Education for three year olds (FEE universal or extended)?	<input type="checkbox"/> Yes	<input type="checkbox"/> No
If yes, please provide your DfE URN		

Funding options

Please note that you can only claim funded hours on a term time basis up to 38 weeks. However, you may choose to stretch these funded hours over more weeks at your discretion.

Please indicate **ALL** the types of funding you will offer.

Funded Early Education for 2 year olds	<input type="checkbox"/> Term time	<input type="checkbox"/> Stretched	
Starting from which term?	<input type="checkbox"/> Autumn 2023	<input type="checkbox"/> Spring 2024	<input type="checkbox"/> Summer 2024
Funded Early education for 3&4 year olds	<input type="checkbox"/> Term time	<input type="checkbox"/> Stretched	
Starting from which term?	<input type="checkbox"/> Autumn 2023	<input type="checkbox"/> Spring 2024	<input type="checkbox"/> Summer 2024
30 hours funded childcare for 3&4 year olds.	<input type="checkbox"/> Term time	<input type="checkbox"/> Stretched	
Starting from which term?	<input type="checkbox"/> Autumn 2023	<input type="checkbox"/> Spring 2024	<input type="checkbox"/> Summer 2024

Registration documents

You must read the following documents:

- Providing Funded Early Education for 2, 3&4 year olds – Provider Agreement 2023/2024
- The Partnership Policy for 2, 3&4 year olds

Please complete and return the following documents with this form:

1. BACS form
2. Portal Log-in Request Form
3. A copy of your Ofsted certificate (not required for schools or agency childminders)
4. A copy of your most recent Quality Assurance report (Agency childminders only)

You can download all documents from our website: <https://www.surreycc.gov.uk/schools-and-learning/childcare-professionals/providing-free-early-education>

Please note, incomplete forms or missing information may delay your registration. You will be registered from the date that your last correct document is received.

Declaration

- I am over 18 years old.
- I have read the documents listed above.
- The details given on this form are true and accurate to the best of my knowledge at the time of completion.

Signature (not required if returning by email)	
Name (please print)	
Position	
Date	

Please return completed form and documentation by email:
fundedearlyeducation@surreycc.gov.uk

Data Protection Act 1998. Surrey County Council (the 'Council') respects your privacy rights and is committed to ensuring that it protects your details, the information about your dealings with the Council and other information available to the Council ('your information'). In accordance with the Data Protection Act 1998, the Council will use your information, for the purpose of providing support to children, to (a) deal with your requests and administer its departmental functions, (b) meet its statutory obligations, and (c) prevent and detect fraud. The Council may share your information (but only the minimum amount of information necessary to do the above and only where it is lawful to do so) with appropriate departments and agencies in accordance to the Multi Agency Information Sharing Protocol (MAISP). Further details including a copy of the MAISP can be found at www.surreycc.gov.uk. If you would like to apply for access to the information we hold about you please send a written request to: Surrey County Council, Funded Early Education Team Woodhatch Place, 11 Cockshot Hill, Reigate, RH2 8EF.