****

Oldham Council

**Reconfirmation for 30 hours free childcare for foster Parents**





**Reconfirmation**

Foster parents will be required to reconfirm their eligibility for 30 hours free childcare every three months by completing a simple declaration form supported by the following evidence:

* Updated evidence of earnings
* Confirmation that accessing 30 hours is still consistent with the child’s care plan

The declaration form must be counter signed by the child’s social worker

The Free Entitlement Team will inform parents 4 weeks before they need to reconfirm their eligibility.

**The reconfirmation process**

Your reconfirmation will be assessed by Oldham Councils Fostering Service Team Manager.

If the Fostering Service Team Manager is not satisfied that continuing to access 30 hours free childcare is consistent with the child’s care plan, then the child will **not** be able to continue taking up a 30 hour place, and funding will cease in line with your current grace period end date.

All sections must be completed and signed by the relevant people.

Ensure all supporting documentation required is submitted with the declaration form.

Please return your fully completed declaration form and supporting documentation to:

Team Manager, Fostering Service, Unit 10, Whitney Court, Southlink, Oldham, OL4 1DB.

*All supporting documentation will be stored securely.*

If you need more help about the reconfirmation process please contact The Free Entitlement Tem on 0161 770 3163.

## Reconfirmation declaration form

## Section 1 – about you

1.1 Your details:

|  |  |
| --- | --- |
| **Title** |  |
| **First name** |  |
| **Last name** |  |
| **Date of birth (DD/MM/YYYY)** |  |
| **National Insurance number** |  |
| **Address** |  |
| **Postcode** |  |
| **Email address** |  |

## Section 2 – the children who will get 30 hours free childcare

2.1 Foster children details:

|  |  |  |  |
| --- | --- | --- | --- |
| **First name** | **Last name** | **Date of birth (DD/MM/YYYY)** | **When do you expect the child in foster care to join a school reception year?**  **MM/YYYY** |
|  |  |  |  |
|  |  |  |  |
|  |  |  |  |

### Section 3 – Reconfirmation declaration

3.1 Your declaration:

I declare that I am reconfirming my eligibility for 30 hours free childcare, and that my circumstances have not changed since my original application.

I confirm that the information I have given on this form is correct and complete.

|  |  |
| --- | --- |
| **Signature** |  |
| **Date (DD/MM/YYYY)** |  |

3.2 Your partner’s declaration:

I declare that I am reconfirming my eligibility for 30 hours free childcare, and that my circumstances have not changed since my original application.

I confirm that the information I have given on this form is correct and complete.

|  |  |
| --- | --- |
| **Your partner’s signature** |  |
| **Date (DD/MM/YYYY)** |  |

3.3 Child’s social worker

I confirm that continuing to access extended hours is still consistent with the child’s care plan.

|  |  |
| --- | --- |
| **Name**  **Signature**  **Email address** |  |
| **Date (DD/MM/YYYY)** |  |

### Section 4

Before Oldham Council can reconfirm your eligibility, this form, along with your updated supporting documentation must be sent to the Foster Service Team Manager for counter-signing.

4.1 Foster Service Team Manager declaration:

I declare that I have seen up to date evidence of employment outside fostering, and it has been discussed how this employment is consistent with the care plan for the foster child or children listed in this reconfirmation.

4.2 I confirm that I support this reconfirmation for 30 hours free childcare in respect of the foster child or children listed in this reconfirmation.

|  |  |
| --- | --- |
| **Signature** |  |
| **Position and contact details** |  |
| **Date (DD/MM/YYYY)** |  |

|  |  |
| --- | --- |
| **Data protection statement**   |  | | --- | | The Data Protection Act 2018 puts in place certain safeguards regarding the use of personal and sensitive data by organisations, including the Department for Education (DfE), local authorities and schools. The Act gives rights to those (known as data subjects) about whom data is held, such as pupils, their parents and teachers. This includes:   the right to know the types of data being held   why it is being held, and   to whom it may be communicated  For more information on how to access your rights, please visit <https://www.oldham.gov.uk/downloads/file/4922/your_data_rights_-_guide_to_exercising_your_rights> | |

© Crown copyright 2018