

Parent's 5 Steps to 30 Hours Free Childcare

Please note: this process must be followed during the term of the child's 3rd birthday to ensure they start the following term.

September start—31st August/end of Summer Term deadline

January start—31st December/end of Autumn Term deadline

April start—31st March/end of Spring Term deadline

Arrangements will be made between provider and parent to start at the beginning of the following term.

Chosen provider i.e. school, nursery or childminder will verify code through Local Authority.

Take code to chosen provider i.e. school, nursery or childminder.

Sign up for 30 Hours and/or Tax Free Childcare on [childcarechoices.gov.uk](https://www.childcarechoices.gov.uk). If eligible make note of code starting 500.

Gather personal details e.g. National Insurance Number and payment details for yourself and partner.

For a list of providers please contact the Children's Hub on 01429 523929 or 01429 284881.

For advice and support please call the HMRC Helpline on 0300 123 4097.

<https://www.childcarechoices.gov.uk/>

The Children's Hub
Hartlepool and Stockton-on-Tees



Are you eligible 30 Hours Free Childcare?

Eligibility for the free entitlement will include households where:

- Both parents are working (employed or self employed) or the sole parent is working in a lone parent household.
- Each parent is earning a minimum of the weekly equivalent of 16 hours at National Minimum Wage (21-24 year olds = £107.30 per week, 25 years and over = £115.20 per week).
- Each parent is earning less than £100,000 per year.
- Both parents are employed but one or both parents is temporarily away from the workplace on maternity, paternity leave or adoption leave.
- Both parents are employed but one or both parents is temporarily away from the workplace on statutory sick pay.
- One parent is employed and the other parent has substantial caring responsibilities based on specific benefits received for caring.

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